

PERSPECTIVES BODY CORPORATE
SS 302/2004; SS 28/2005 & SS 351/2005

Notification of change of occupancy of a section in terms of section 13 (1)(f) of the *Sectional Titles Schemes Management Act, 8 of 2011* and of Perspectives Conduct Rules 8.1, 8.2 and 8.6.

It is a legal requirement that owners provide the required information but, in the event that an owner has appointed an agent to administer a property, the owner will be acting through such agent. In that event, a valid written mandate must be provided in respect of each property administered.

<i>Information required</i>	<i>Explanation</i>	<i>Please fill in, thank you</i>
APARTMENT NUMBER		
Owner name	<i>As registered</i>	
Owner's duly mandated representative (name)	<i>If the owner requires such in law (eg. trust)</i>	
Owner or representative contact details	<i>Mobile number</i>	
	<i>Email address</i>	
Agency name	<i>If applicable</i>	
Agent name		
Agency & agent contact details	<i>Work number</i>	
	<i>Mobile number</i>	
	<i>Email address</i>	
Details of main occupier	<i>Full name/s</i>	
	<i>ID/Passport number</i>	
	<i>Copy of relevant page</i>	
	<i>Work number</i>	
	<i>Mobile number</i>	
	<i>Email address</i>	
Number of bedrooms		
Names of additional occupiers, if any	<i>Maximum of two occupiers <u>per bedroom</u> as per rule 8.6</i>	2.
		3.
		4.
	<i>Apartments with three bedrooms</i>	5.
		6.
Parking space/s	<i>Bay number/s please</i>	
Access cards/tags	<i>Number of each please</i>	
Remote control units	<i>Number of units please</i>	
Starting date	<i>Of occupancy</i>	
Moving date/s	<i>Rule 19 applies</i>	
Copy of rules has been provided to occupier/s?	<u>Written acceptance of conduct rules is required</u>	
End date	<i>If known</i>	
Copy of lease	<i>Rule 8.2 applies</i>	

For purposes of proper record keeping, all communication related to Perspectives Body Corporate is to be sent by electronic mail addressed to perspectives@propertyexponents.co.za. Please send a copy of this form "B", completed, **at least seven clear days** before the intended occupation date. Many thanks.