

owner maintenance items – quick reference guide

Items	Owner	Body Corporate
Air Conditioners Servicing Only One Lot (does not matter if the unit is located outside)	☒	☐
Air Conditioners Servicing the Entire Building	☐	☒
Awnings Over Doors and Windows (installed by owners including past owners of the lot)	☒	☐
Courtyards (Exclusive Use or Private Yards) – refer by-laws for additional requirements	☒	☐
Courtyards (Common Property eg Open Courtyards)	☐	☒
Courtyard Artificial Grass, Paving, Concrete, Pebbles, Gardens etc (installed by owners including past owners of the lot)	☒	☐
Garage Door Motors (installed by owners including past owners of the lot)	☒	☐
Garden Sheds (installed by owners including past owners of the lot)	☒	☐
Hot Water Systems Servicing Only One Lot (does not matter if the unit is located outside)	☒	☐
Keys, Fobs, Gate Openers, Garage Door Openers (it is not the body corporate responsibility to replace or provide you extras)	☒	☐
Outside Lights Connected to Owner Power (does not matter when installed)	☒	☐
Pergolas or Covering or Pergolas (installed by owners including past owners of the lot)	☒	☐
Security & Insect Screens (installed by owners including past owners of the lot)	☒	☐
Shade Sails (installed by owners including past owners of the lot)	☒	☐
Skylights (installed by owners including past owners of the lot)	☒	☐
Smoke Alarms (does not matter when installed)	☒	☐
Solar Panels (installed by owners including past owners of the lot)	☒	☐
Water Tanks (including Pump) Servicing Only One Lot (installed by owners including past owners of the lot)	☒	☐
Whirly Birds (installed by owners including past owners of the lot)	☒	☐

* This is a general guide and it may still be necessary to more carefully examine the item to determine responsibility. Always remember to check the Statutory Authorisations Register.



Quick Tips

The current owner of the lot is responsible for these items even if a previous owner failed to seek proper authorisation.