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PAYMENT PLAN REQUEST

For your request for a payment plan to be considered, please complete all fields in the below form and submit to accounts@ocvmgroup.com.au. Your Owners Corporation Committee/Chairperson may consider requests from owners who are experiencing financial hardship or other extenuating circumstances.

Please note: - OCVM Group does not have the power to approve this request.
- This form does not constitute a payment plan. A formal payment plan will be provided on acceptance by the OC.

Owners Corporation #:

Lot #s:

Lot Owner Name:

Contact Phone #:

Email Address:

Proposed Payment Plan Details

Outstanding Balance:

*Please refer to your most recent Fee Notice or contact OCVM Group to obtain your balance.

Instalment Amounts:

Payment Frequency:

First Installment Date:

Are future contributions to be included?

Please outline the reason for the request:

(This information will be considered by the Owners Corporation.)

I hereby understand that by entering into this payment arrangement, I agree to strictly adhere to the payment plan installments and agree to the below terms:

- Unless agreed, all future levies must be paid by the due date and that this payment plan is for current arrears only.
- I acknowledge that I will be charged an administration fee of \$50.00 upfront to my account for the set up and monitoring of the payment arrangement. This will be applied to my account upon return of the completed application form.
- If I encounter any difficulties in meeting my commitment to make these repayments, I will contact OCVM Group immediately. I acknowledge that failure to strictly adhere to the payment arrangement will entitle the Owners Corporation to:
 - terminate the agreement, whereupon the whole of the debt, or the balance outstanding, shall become immediately due and payable by me to the Owners Corporation.
 - instigate legal proceedings, and to obtain judgment for the debt, plus any costs of instigating legal proceedings.

Owner Acknowledgement

(I have read and accept the above terms.)

Signed:

Date:

Next Steps

This request will be submitted to the Committee/Chairperson for their review and consideration.

If approved:- A Formal Payment Plan will be issued to you for formal acceptance and execution.

If denied:- You will be notified of the reason your request was not accepted and should a Final Notice have already been issued, debt recovery proceeding may commence without further notice.