

Client Information Sheet



It is important that Elite Body Corp has up-to-date owner information
And contact details. Please clearly print all details below and return
this form to us at:

Phone: (03) 9337 9973
Mobile: 0499 008 974
Email: admin@elitebodycorp.com.au
168 Buckley Street, Essendon, Victoria 3040
www.elitebodycorp.com.au

OC Number	Lot Number	Unit Number
Property Type / Use	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial
<i>If commercial, describe use:</i> Eg: retail, restaurant/café, office, plumbing, manufacturing	
Owner First Name(s)		
Owner Last Name(s)		
Owners Corporation Address	Street No	Street
	Suburb	Postcode
Owner Email		
Owner Correspondence	<input type="checkbox"/> Tick this box if you would like to receive Fee Notices, Notices of Meetings, Minutes and other correspondence via Australia Post. If you do not nominate a preference, correspondence will be sent to your recorded email address.	
Owner Postal Address	Lot No	Street No
	Suburb	Postcode
Fee Notice Address	<input type="checkbox"/> Same as Owner Send to	Managing Agent <input type="checkbox"/>
	Postal Address. (complete details below).	
Tel - Mobile		
Tel – Other		
Agent managing your property <i>(if applicable)</i>	Co Name	Tel
	Street No	Street
	Suburb	Postcode
	Email	