

# **SECTIONAL TITLES SCHEMES MANAGEMENT ACT, 2011 REGULATIONS**

**Record of Body Corporate Decision**      **Date of Notice :** \_\_\_\_\_

**Annexure 4 to the regulations under the Sectional Title Schemes Management Act, No. 8 of 2011** STSM Ann. 4.2(10/11)

From: Name and number of scheme

To: (person/s that made complaint and person/s who allegedly committed breach)

| <b>Person/s name/s</b>               | <b>Address</b> |
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| 1. <u>Complainant:</u>               |                |
| 2. <u>Person allegedly in breach</u> |                |

**Description of Complaint ( brief details of complaint / alleged breach)**

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**Outcome of Internal Dispute Resolution Meeting ( Description)**

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**Decision of the Body Corporate : (description and reasons for decision)**

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**This Notice is served by:**

**Signature of person representing body corporate**

Printed name : \_\_\_\_\_

Position/Title : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact telephone number : \_\_\_\_\_

Email address : \_\_\_\_\_

**Important Notice**

- If any party to this dispute is not satisfied with the decision that party can make an application to the Community Schemes Ombud Service for assistance.