Office of the Commissioner for Body Corporate and Community Management

Application for an order by a Referee Building Units and Group Titles Act 1980

This form is effective as at 2 September 2013

BUGTA Form

Office Use Only					
Date lodgedMIS ref numberFile subject matterMIS ref number					
Section 1 – Body Corporate / Parcel Information Please supply the registered details of the body corporate / parcel.	Name of body corporate/parcel. Plan number				
Section 2 – Secretary's information Please supply the contact details for the secretary as elected. If no secretary elected, please advise in this section.	Name				
Section 3 – Body Corporate Manager's details Please supply details of the current body corporate manager for the parcel. If no body corporate manager has been appointed please advise in this section.	Name				
Section 4(a) – Applicant's information Please supply the applicant's details as registered (for example the name of the owner as it appears on the title search).	Name				



0 (1 41)					
Section 4(b) – Are you applying as?	□ a proprietor (owner) of a lot	☐ the body corporate			
See section 77(1) and	□ an occupier of a lot	☐ the body corporate manager			
sections 79-94B of BUGTA for details of persons who may apply for an order by a referee.	□ a person with an interest in a lot (eg. a mor	rtgagee in possession)			
Section 5(a) – Respondent's	Name				
information	Address				
	Locality/suburb	State Postcode			
	Daytime phone/mobile numbers				
	Email	Fax			
	Lot numberon Plan nun	nberBUP/GTP (<i>circle</i>)			
Section 5(b) – Is the	☐ a proprietor (owner) of a lot	☐ the body corporate			
respondent?	☐ an occupier of a lot				
See section 77(1) and sections 79-94B of BUGTA for	□ an occupier of a lot □ the body corporate manager □ a person with an interest in a lot (eg. a mortgagee in possession)				
details of persons against whom an order may be made.	☐ chairperson, secretary or treasurer (please indicate)				
Section 5(c) – Are other persons affected by the order sought by you?	☐ Yes (provide details below or attached) ☐ No				
Provide contact details/postal					
addresses for all affected persons unless they are a class of person such as 'all owners'.					
Section 6 – What attempts have you made to resolve					
the dispute by internal dispute resolution?					
A referee may not have					
jurisdiction to decide your application unless satisfied					
that you have made reasonable attempts to resolve the dispute.					
If insufficient space, attach					
details on an A4 page under the heading:					
"6. Self resolution"					

Section 7 – Order sought	This application is made under section of BUGTA (eg. Section 77(1), or 79-94A)
Section 77(1) of BUGTA provides the general power of a referee to make an order.	Order/s sought
Sections 79-94B of BUGTA provide for specific orders.	
State what order/s you want a referee to make to resolve the	
dispute. If insufficient space, attach	
details on an A4 page under the heading:	
"7. Orders sought"	
Section 8 – Interim order sought	
See section 76 of BUGTA.	
Only complete if the application is made under	
section 77(1) of BUGTA and an interim order is required	
before the final order is determined because of urgent circumstances (note -	
additional fee applies).	
An interim order only has effect for 3 months from the date of the order, or for a	
maximum of 6 months if the referee then renews the order.	
If insufficient space, attach details on an A4 page under	
the heading:	
"8. Interim orders sought"	

Postal address: Location:	ioner for Body Corp 1800 060 119 GPO Box 1049 Bris Level 4, Brisbane N 363 George Street www.justice.qld.go	porate and Comm sbane Qld 4001 Magistrates Court, Brisbane v.au/bccm	unity Management Facsimile: Email address:	(07) 3227 8023 bccm@justice.qld.gov.au ple.
provided. Office of the Commissi Phone: Postal address: Location:	ioner for Body Corp 1800 060 119 GPO Box 1049 Bris Level 4, Brisbane N 363 George Street	porate and Comm sbane Qld 4001 Magistrates Court, , Brisbane	unity Management Facsimile: Email address:	(07) 3227 8023
provided. Office of the Commissi Phone: Postal address: Location:	ioner for Body Corp 1800 060 119 GPO Box 1049 Bris Level 4, Brisbane N	oorate and Comm sbane Qld 4001 Magistrates Court,	unity Management Facsimile: Email address:	(07) 3227 8023
provided.		•	· ·	thonsing the application must be
		v of minutos cont	aining the resolution au	therising the application must be
	on, this form may b	be signed by a per		ion cannot be accepted. If the corporation to act on its behalf, and
Signature			Date	
I believe the information Signature	on given in this appl	lication to be true.	Date	
	order is	made in relation to t		sed to other parties in the dispute. If an n in the application may be referred to in lible.
"9. Grounds"				
attach details on an A4 under the heading:	page			
If insufficient space,				
correspondence, plans a photographs) should be and referenced.				
Relevant supporting dod (eg. meeting minutes,				
separate grounds shoul provided detailing the un and basis for that order.	d be rgency			
made. If an interim order is sou				
has been taken and who why you consider each outcomes sought should	of the			
A statement of grounds clearly outline the histor nature of the issue, what	y and			
Section 9 – Grounds				

The material presented in this publication is distributed by the Queensland Government for information only and is subject to change without notice. The Queensland Government disclaims all responsibility and liability (including liability in negligence) for all expenses, losses, damages and costs incurred as a result of the information being inaccurate or incomplete in any way and for any reason. © State of Queensland (Department of Justice and Attorney-General) 2013

www.justice.qld.gov.au

Body Corporate and Community Management

③ 1800 060 119