



NSW LRS Community Plan Lodgment Checklist

Lodging Parties and Surveyors are to complete the relevant Checklist and submit with plan lodgment.

Where a Checklist Item is "Not Applicable" for your plan lodgment, please check the N/A box.

| YES | N/A | Lodging Party must check and certify | YES | N/A | Surveyor must check and certify |
|----------------------|-----|---|----------------------------|-----|---|
| | | <p>Registered proprietor(s) has signed the administration sheet and associated documents</p> <p>Mortgagee(s) has signed the administration sheet and associated documents</p> <p>Section 88B instrument is correctly signed and witnessed</p> <p>Easements being created/released in the section 88B instrument agree with the plan and administration sheet</p> <p>Management statement is lodged on approved form 28, 29 or 30, signed and consented by all relevant parties</p> <p>Services listed in part 3 of the management statement agree with the service works plan</p> <p>Part 4 of the management statement includes a statement or by-law headed 'Statutory Easements'</p> <p>Development contract is lodged on approved form 27, signed and consented by all relevant parties</p> <p>Subdivision certificate is fully completed with inapplicable parts ruled through on the administration sheet</p> <p>All necessary consents are provided (leases, caveats, etc.)</p> | | | <p>A common boundary is adopted with adjoining parcels</p> <p>All lot boundaries are fully dimensioned</p> <p>The nature, status, position and origin of reference marks, monuments and occupations are shown</p> <p>Numbering of permanent survey marks agree between SCIMS, plan and schedule</p> <p>All existing affecting easements (or other affecting interests) are shown and agree with the creating instrument</p> <p>Detail plan has set out necessary survey information to define the lots including association property, easements, accessways, etc.</p> <p>Association property plan is compiled by bearing and distance from information on the detail plan and defines any new and/or existing easements and interests which affect the association property</p> <p>Service works plan only shows the sites of the service lines over which it is intended to create statutory easements</p> <p>Service works plan and accessways plan is completed on plan form 5</p> <p>Survey Certificate is fully completed with inapplicable parts ruled through on the administration sheet and Surveyor's reference and date to be consistent between plan and administration sheet</p> <p>Street address schedule is completed for all lots on the administration sheet</p> |
| LP Reference: | | | Surveyor Reference: | | |
| LP Signature: | | | Surveyor Signature: | | |
| Date: | | | Date: | | |