

# PROFESSIONAL STRATA MANAGERS CHAPTER CORPORATE MEMBERSHIP APPLICATION

Access a wide range of  
resources





# ABOUT SCA (NSW)

Strata Community Association (NSW) is the peak industry body for Strata and Community Title Management in New South Wales. Membership includes professional strata managers, support staff, committee members and suppliers of products and services to the industry. SCA (NSW) has in excess of 3,000 members who help oversee, advise or manage a combined property portfolio with an estimated replacement value of over \$400 Billion. SCA (NSW) proudly fulfils the dual roles of a professional institute and consumer advocate.

Website: <https://nsw.strata.community/>

## MEMBER BENEFITS

Membership to SCA (NSW) provides those individuals and businesses – living and working in the strata industry – access to a wide range of resources and opportunities.

### BUSINESS AND INDIVIDUAL PROMOTION

Credibility by associating your brand with the peak industry body for strata sector, leading the way for the Property Industry with the highest form of consumer protection regulation approved by the Government

- Limited civil liability for businesses and individuals.
- Improved Professional Standards
- Further CPD requirements ensuring better educated and engaged staff.
- Improved systems and processes for your businesses.
- Further support for SCA NSW members with more resources available.
- A more streamlined approach for clients.
- An improved client experience.
- Membership certificate
- Member logo
- Professional Strata Manager logo
- Strata Services specialisation
- Online Directory

### AWARDS AND RECOGNITION

- Strata Community Awards program recognising industry and community leaders
- Opportunities for benchmarking
- Recognition of achievements and contribution to the strata industry and community

### EDUCATION AND PROFESSIONAL DEVELOPMENT

- Education for Class 1 Agents
- Education for Class 2 Agents
- Education for Assistant Agents
- Education for Strata Owners and Committees
- Access to Corporate In-House/Virtual Education

### Sessions

- Access to Masterclasses and Industry Briefings
- Access to Conferences and Events
- Access to Ask An Expert support
- Ability to request tailored Corporate educational content

### POLICY, ADVOCACY AND RESEARCH

- Dedicated media liaison to profile SCA (NSW) as a thought-leader in strata
- Relationships with leading media channels to ensure the SCA (NSW) voice is heard in the greater community
- Partnerships with affiliated organisations to create a cohesive approach to the strata industry and community
- Information and connection through social media

### COMMUNITY

- Committee participation
- Involvement with other industry and community working groups
- Increasing networks with other affiliated property stakeholders

### RESOURCES AND INFORMATION

- Inside Strata (print and online)
- Website
- E-communications (members)
- Social media connection
- Fact sheets
- Industry updates
- Strata and Community Living newsletter (quarterly)
- Strata Management Agency Agreement
- Strata Works agreement

- Who's responsible guides
- Best practice guides
- Online directory
- Online job search and recruit
- Strata Committee Training

- Strata Community Awards
- Golf Day
- Sailing Day

## FREE AND DISCOUNTED MEMBER EVENTS

- Member rates at conventions and events including national and state events
- Free Christmas party
- Convention, Events and Networking

## SPONSORSHIP

- Advertising for members in Inside Strata and Strata Services Directory
- Year round sponsorship opportunities for events and educational courses
- Sponsorship opportunities at events such as the Annual Convention and Awards

## How do I qualify to be a member?

Membership is conditional upon Board approval.

Membership Type	Entry Requirements																																
Corporate Membership	<ul style="list-style-type: none"><li>• Your Corporate License name.</li><li>• Australian Business Number</li><li>• Business Trading name</li><li>• Registered Business address</li><li>• Website address</li><li>• Name of your Licensee-in-Charge</li><li>• Email of your Licensee-in- Charge</li><li>• Current staff list and names</li><li>• The current number of lots under Management by your company in each state</li></ul> <table><tr><th>NSW</th><th>ACT</th><th>QLD</th><th>VIC</th><th>SA</th><th>WA</th><th>TAS</th><th>NT</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <ul style="list-style-type: none"><li>• The current number of schemes you manage</li></ul> <table><tr><th>NSW</th><th>ACT</th><th>QLD</th><th>VIC</th><th>SA</th><th>WA</th><th>TAS</th><th>NT</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <ul style="list-style-type: none"><li>• Forward a copy of your current certificate of Professional Indemnity Insurance</li><li>• Supply two reference letters (preferably from SCA (NSW) members)</li><li>• Supply a copy of your corporate licence</li></ul>	NSW	ACT	QLD	VIC	SA	WA	TAS	NT									NSW	ACT	QLD	VIC	SA	WA	TAS	NT								
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## Membership types and fees

Annual subscription runs from 1st July 2024 to 30th June 2025

Corporate Membership	
Corporate Strata (Flat Fee)	\$600
(+) Lots under Management	\$0.55 per lot
(+) Plus Joining fee	\$100.00*

### Please note:

\* All new membership applications include a once off joining application fee of \$100.00

The SCA (NSW) Strata Agreement templates are available for corporate strata members. To use this agreement you must provide:

- Copy of Professional Indemnity Insurance Certificate
- Signed Terms and Conditions on the application form

## Terms and Conditions

I undertake to be bound by the SCA (NSW) Constitution, Code of Ethics and Policies/Practices of SCA (NSW) in force as of the date of my admission to membership and acknowledge the right of the Board and the SCA (NSW) Management to suspend or cancel my membership in accordance with the SCA (NSW) Constitution and Code of Conduct.

Please note: as per the SCA (NSW) Constitution you agree to pay the members' guarantee amount if the winding up of the company should occur (which is \$50).

I acknowledge that SCA (NSW) does not provide a guarantee for growth of my business.

## Cancellation Policy

Your membership can be cancelled should you breach the Code of Ethics and good business practise within the strata industry. There will be no refund if your membership is cancelled.

No refund will be provided by SCA (NSW) should you wish to cancel your membership during the calendar year.

SCA (NSW) reserves the right to cancel membership should payments not be received by the third notice period. Should a member wish to rejoin after cancellation they will need to pay a once off joining application fee.

Personal membership can only be cancelled by the person that the membership belongs to. Membership cancellation is required in writing.

## Payment Policy

Invoices must be paid promptly within a 14 day period as specified on the invoice.

SCA (NSW) will provide members with a reminder letter should payment not be received within 14 days.

A third reminder letter will be issued together with a late fee. If payment is still not received after the third letter membership will be cancelled and all other services with SCA (NSW) will be suspended until payment is made.

## Applicant Declaration

Print Name:

Title:

Signature:

Date:

# Corporate Membership Application Form

**Attach the following documents with your application:**

- ☐ Two (2) current written references per membership. (Preferably from a current SCA (NSW) member)
- ☐ Copy of current certificate of Professional Indemnity Insurance or Public Liability Insurance
- ☐ Copy of current license certificate for Licensee-in-charge
- Number of Scheme managed

**Company/Business Details:**

Company Name: \_\_\_\_\_

Trading Name\*: \_\_\_\_\_

ABN: \_\_\_\_\_ Total Number of Employees: \_\_\_\_\_

Number of lots managed: \_\_\_\_\_ Number of schemes managed: \_\_\_\_\_

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

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Street Address\*: \_\_\_\_\_

\_\_\_\_\_ State\*: \_\_\_\_\_ Postcode\*: \_\_\_\_\_

Phone\*: \_\_\_\_\_ Email\*: \_\_\_\_\_

Website\*: \_\_\_\_\_ Fax\*: \_\_\_\_\_

**\* Contact Details to appear in online Strata Directory: (if different from above)**

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Fax: \_\_\_\_\_ Phone: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Street Address\*: \_\_\_\_\_

\_\_\_\_\_ State\*: \_\_\_\_\_ Postcode\*: \_\_\_\_\_

**Licensee-in-Charge Details:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Other Name known by (e.g. Maiden Name): \_\_\_\_\_

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

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

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

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: (direct) \_\_\_\_\_ (Mobile): \_\_\_\_\_

Work Email: \_\_\_\_\_ Personal Email: \_\_\_\_\_

Strata Management Companies membership covers all strata manager employees as nominated by Principal or Licensee-in-charge/ Branch Manager.

Please list all strata manager (Licensed and Registered) employees to be complimentary members under your Corporate Strata Management company membership:

Name:	Email:
Ph:	Licence/Registration No.

Name:	Email:
Ph:	Licence/Registration No.

Name:	Email:
Ph:	Licence/Registration No.

Name:	Email:
Ph:	Licence/Registration No.

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Name:	Email:
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Name:	Email:
Ph:	Licence/Registration No.

Name:	Email:
Ph:	Licence/Registration No.

If you have more than nine employees, please make duplicate copies of this page or provide the above requested information in a word or excel table.

## Declaration (to be completed by the applicant)

**Have you, or any of the directors, partners or shareholders:**

- Within the past 5 years been an undischarged bankrupt, suspended payment of debts or compromised with creditors?  
Yes No
- Within the past 10 years been convicted within Australia or elsewhere of an offence involving fraud or dishonesty and punishable by imprisonment?  
Yes No
- Been a controlling shareholder or director of a corporation which is in liquidation (except for the purpose of reconstruction or amalgamation), had a receiver appointed in respect of any of its assets, suspended payment of its debts or compromised with its creditors?  
Yes No
- Been a person who was concerned with the direction and control of a corporation\* that was within five years prior to applying for membership, liquidated (except for the purpose of reconstruction or amalgamation), had a receiver appointed in respect of any of its assets, suspended payment of its debts or compromised with its creditors?  
Yes No
- Been in partnership with a person who is ineligible for membership to SCA(NSW)?  
Yes No
- In relation to a corporation, has the corporation been, or is the corporation presently:
  - In liquidation (except for the purpose of reconstruction or amalgamation), had a receiver appointed in respect of any of its assets, suspended payment of its debts or compromised with its creditors, or
  - Have a person who is a shareholder or controlling shareholder or director of a corporation that is ineligible for membership based on the above criteria? Yes No

\*A person who was concerned with the direction and control of the corporation means a director, secretary or shareholder  
If any answer to the above is "yes", please advise the relevant circumstances:

# Payment details

**Billing contact:** Tax invoice/receipt and membership renewal notices will be sent to the below contact

Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

**Email:** membership.nsw@strata.community

**Phone:** 02 9492 8204

**Office Use Only:**

Administrative Process	Initial & Date Actioned	Administrative Process	Initial & Date Actioned
Create New Member Profile in database. Membership Number:		Website login set up	
Application form received:		Date Payment processed:	
Payment received:		Tax invoice/receipt sent:	
Welcome Pack sent:		Date Membership Approved by Board:	
Agency Agreement templates sent:		SSD contact details entered:	