

## APPLICATION FORM

# Co-Ownership Agreement (Residential Property)

Please read the following before completing this application form.

1. This document is intended for use when two or more parties wish to buy residential property together as tenants in common.
2. This document is intended to be used where the property is owned by two or more parties and:
  - a. all parties occupy the property; or
  - b. the property is to be used as an investment property (i.e. none of the registered owners will occupy the property); or
  - c. the property is to be occupied by one or more of the co-owners but not all of the co-owners
3. The document will be an agreement between the co-owners that covers matters such as:
  - a. co-ownership proportions;
  - b. rights and obligations of co-owners;
  - c. liabilities of co-owners;
  - d. insurance requirements;
  - e. disposals of interests of co-owners;
  - f. winding up of the co-ownership agreement;
  - g. the repair, maintenance and general operating expenses; and
  - h. dispute resolution processes.
4. Special instructions, advice on tax, regulatory or other matters can be given upon request.

If you have any questions about completing the application form, please contact:

**Taryn Hartley (for Brisbane queries)**

Principal

Phone: (07) 3014 6513

Email: [thartley@mcw.com.au](mailto:thartley@mcw.com.au)

**Matthew Carmody (for Canberra queries)**

Principal

Phone: (02) 6201 7250

Email: [mcarmody@mcw.com.au](mailto:mcarmody@mcw.com.au)

By completing and submitting the form you confirm as follows:

- a. It is the purchaser's responsibility to ensure that the information supplied is correct.
- b. If new documents have to be prepared as a result of errors in the information a further fee will be payable.

Please ensure you complete all details below, and contact us with any questions you have prior to submitting the form.

### PRICES (GST EXCLUSIVE)

By electronic (email) delivery (PDF format)

Contact us for a fee estimate

Next day registered post (2) bound copies

Email delivery only

### PURCHASER'S DETAILS

Full name:

Name of firm (if applicable):

Telephone:

Fax:

Email address:

Street Address:

Suburb/City:

State:

Postcode:

Postal Address:  
(if different from above)

Suburb/City:

State:

Postcode:

### CO-OWNER DETAILS

#### Co-owner 1

Full name

ACN (if applicable):

Address

Suburb/City:

State:

Postcode:

Proportion of Ownership

#### Co-owner 2

Full name

ACN (if applicable):

Address

Suburb/City:

State:

Postcode:

Proportion of Ownership

#### Co-owner 3 (if any)

Full name

ACN (if applicable):

Address

Suburb/City:

State:

Postcode:

Proportion of Ownership

**Co-owner 3 (if any)**

Full name

ACN (if applicable):

Address

Suburb/City:

State:

Postcode:

Proportion of Ownership

**PROPERTY DETAILS**

Current registered owner of the property

Property address

Property description

Lot:

Plan:

Title Reference:

Is there an existing mortgage registered over the property?

Yes

Mortgagee:

No

Is there a certificate of title on issue for the property?

Yes

No

If yes, who holds to certificate of title

First mortgagee

Registered owner

Other, please specify

**OCCUPATION DETAILS**

Who occupies the property?

Co-owners

Third party (i.e. none of the co-owners)

One or more of the co-owners (but not all of the co-owners), please specify

**SPECIAL INSTRUCTIONS**

Are there any special instructions?

## RETURNING THIS FORM

After completing this form please either:

- print, sign, and fax it to McInnes Wilson Lawyers at (07) 3221 2921; or
- print, sign, scan, and email it to McInnes Wilson Lawyers at mcwonline@mcw.com.au; or

To print this form for signing click here:

To email this form to McInnes Wilson Lawyers, after confirming instructions below, click here:

## CONFIRMATION OF INSTRUCTIONS

The purchaser agrees to purchase the goods and services indicated on this application form and acknowledges that tax, regulatory or other legal or financial advice has not been given by McInnes Wilson Lawyers in relation to the preparation of the co-ownership agreement.

Signed by purchaser

Date (dd/mm/yy)

OR

Confirmed by purchaser

Date (dd/mm/yy)

Note: This application form will not be processed by McInnes Wilson Lawyers unless this section is completed.

## CREDIT CARD PAYMENTS

Please debit the following credit card for the supply of goods and services indicated on this application form.

Note: Payment by credit card will incur a fee of 1.07% (incl GST) for VISA and MasterCard, and 3% (incl GST) for AMEX, on the GST inclusive price.

Charge my credit card:

Visa           Mastercard           American Express

Total Remitted \$

Expiry date

    plus credit card fee specified above

Cardholder's Name

Card Number

Cardholder's Signature

Date