



Notice to body corporate of a contravention of a body corporate by-law

Body Corporate and Community Management Act 1997, section 185(2)(a)

This form is effective from 1 July 2025

If you need information about enforcing by-laws visit www.qld.gov.au/bodycorporate or contact the BCCM Office on free call 1800 060 119.

NOTES: THIS FORM APPLIES ONLY TO SCHEMES REGULATED UNDER THE FOLLOWING REGULATIONS:

- Body Corporate and Community Management (Standard Module) Regulation 2020
- Body Corporate and Community Management (Accommodation Module) Regulation 2020
- Body Corporate and Community Management (Commercial Module) Regulation 2020
- Body Corporate and Community Management (Small Schemes Module) Regulation 2020

Refer to BCCM Form 25 – Notice to owner of a contravention of a body corporate by-law if your scheme is regulated under the Body Corporate and Community Management (Specified Two-lot Schemes Module) Regulation 2011.

Section 1—Body corporate details

Name and address of person authorised to receive notices on behalf of the body corporate.

Name

Postal address

Suburb State Postcode

Section 2—Complainant

Person making the complaint.

Name

Postal address

Suburb State Postcode

Lot number

Section 3—Respondent details

Person/s against whom the complaint is made.

Name

Postal address

Suburb State Postcode

Lot number

Section 4—Complaint details

Insert number and text of the body corporate by-law.

TAKE NOTICE that I/we believe that the respondent has contravened a provision of the following by-law and the circumstances of the contravention make it likely that the contravention will continue or be repeated:

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Provide details of how the by-law is being contravened.

I/we believe that the respondent has contravened the by-law in the following manner:

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Signature of complainant/s

I/we ask that the body corporate give the respondent a contravention notice for the contravention of the by-law.

Signature of complainant/s

Dated: / /
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