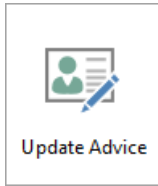


Update Advice

Last Modified on 05/01/2024 11:38 am AEST



The instructions in this article relate to **Update Advice**. The icon may be located on your **StrataMax Desktop** or found using the **StrataMax Search**.

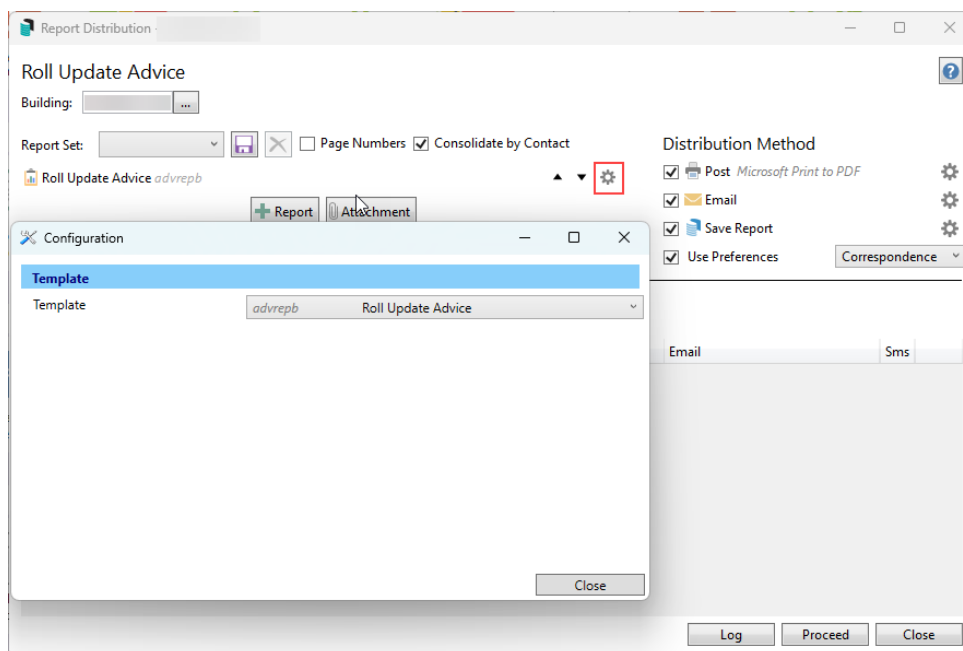
This Owner report is appropriate for checking details have been entered correctly into the **Roll** after a change of details or update to contact information. This will include the Owner, Representative, Nominee, Mortgagee, Lessee, Letting Agent, Selling Agent and Other Person contact details, including the Appointment date, Lot, Unit, Car and Storage Space and Entitlement information.

This form differs from the **Roll Details Confirmation** and is used for presenting recorded **Roll** information.

Update Advice Templates and Configuration

One Update Advice Template is available, which can be applied using the **Report Distribution** method.

1. Search or select **Update Advice**.
2. Select the cogwheel to set the template. There is no additional configuration to apply.
 - A template option exists for the Update Advice.
3. Click **Close**.



Example of Roll Update Advice

This Report will include the information below, and each type of **Roll** contact recorded on the account will be included.

Roll Update Advice Report

05 January 2024

Lot No	Contribution Entitlements	Interest Entitlements	Unit Number	Car Space	Storage Space
1	15.00	15.00	1	15D	35E

Owner

Postal Address

monica@stratamax.com

01/08/2022

Representative

Representative

Representative St

SUBURB QLD 4217

representative@gmail.com

05/01/2024

Owner Nominee

Given Names Surname

181 Postal Address

SUBURB QLD 4217

Ranking

0

givennames@gmail.com

05/01/2024

LettingAgent

123 Letting Agency

1162 Sandgate Road

NUNDAH 4012

55 555 555

55 56 56 56

0409 123 456

test@abc.com

05/01/2024