

Standardisation of the information provided on quotes and invoices, such as on the SCA template below, will ensure that strata committees are provided with transparent, timely information to inform their choices.

Invoice Template:

Itemised Insurance Costs	Previous year Name	Current year Name
Base Premium Gross (includes commission if applicable)		
ESL or FSL		
Stamp Duty		
Underwriting Agency Fee		
Broker Fee		
GST – all items		
Total insurance costs including GST		
Commission		
Allocation of strata insurance remuneration (where applicable) <ul style="list-style-type: none"> • Strata manager • Broker 		
Conflicts of interest		
Best interests declaration		
Total strata insurance remuneration		