

## How to view Levy Notices in the Owners Portal

Our owners portal allows you to view and download all your past and present levy notices (as well as other important information about your building) with just a few clicks.

If you already have a portal account, go to our portal login page –

<https://kooperlevi.com.au/my-portal>

and select *LOG IN*

The screenshot shows the top navigation bar with the Kooper & Levi logo and menu items: Home, About, Our Services, Client Resources, FAQs, Emergency, Contact Us, and CALL US. The main heading is "WELCOME TO MY PORTAL POWERED BY SMATA". Below this is a sub-heading "Designed for you to manage and view all aspects of your building in one place. We believe this is the way strata management was meant to be: fast, easy and efficient." Two buttons, "Login" and "Sign up", are displayed, with the "Login" button highlighted by a red box. Below the buttons is a link: "Need training on how to use the portal? Visit our Owner and Committee Members Training Portal here." At the bottom of the main content area, there is support information: "For any issues with logging in we'd be delighted to assist you via our support lines at [myportalsupport@kooperlevi.com.au](mailto:myportalsupport@kooperlevi.com.au) or 02 8089 3412." The footer contains the Kooper & Levi logo, contact details (Suite 115, Level 1, 377 New South Head Road Double Bay, NSW 2028; Phone: (02) 9371 9090; Home & Conditions Compliance Form), and legal notices: "Liability limited by a scheme approved under Professional Standards Legislation." and "Privacy Policy".

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If you don't have a portal account yet, select *SIGN UP*

**KOOPER&LEVI**  
STRATA MANAGEMENT

Home About Our Services Client Resources FAQs Emergency Contact Us CALL US

## WELCOME TO MY PORTAL POWERED BY SMATA

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[Login](#) [Sign up](#)

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**Kooper & Levi**  
Suite 115, Level 1, 377 New South Head Road Double Bay, NSW 2028  
Phone: (02) 9371 9090  
[Terms & Conditions](#) [Complaints Form](#)

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Complete your details and *Submit*.

[Home](#) > [My Portal Details](#)

## MY PORTAL DETAILS

### Signing up to My Portal

Please go ahead and fill out this form if you would like to sign up to My Portal. Once submitted, we will send you log in details so you can start exploring straight away.

Name \*

First Name

Last Name

Email \*

example@example.com

SP Number of Building Address \*

Unit number \*

Submit

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Our team will set up your account and you will receive an email invitation. Follow the steps to activate your account.

Once you're logged in, you can access information and documents for your building.

To view your levy notices, Click *Levy Notices*

The Owners Corporation of SP 4444  
1 Chandos Street, ST LEONARDS, 2065, NSW

Strata Manager: Emma Evans  
Building Manager: Sally Sherwood

Click here to view your levy notices

Recent Work History

- Intercom repair - Completed: 13th Feb 2023
- Burst Pipe Common Toilet - Completed: 13th Feb 2023

Popular Documents

- LEVY NOTICES
- FINANCIAL REPORTS




Sample Document: BANKING - Uploaded by: N/A - 09 Feb 2024

4444 - Consolidated By-Laws - Uploaded by: N/A - 05 Apr 2023

You can now see all your past levy notices. Click on the  icon to view the document.

Documents Invoices

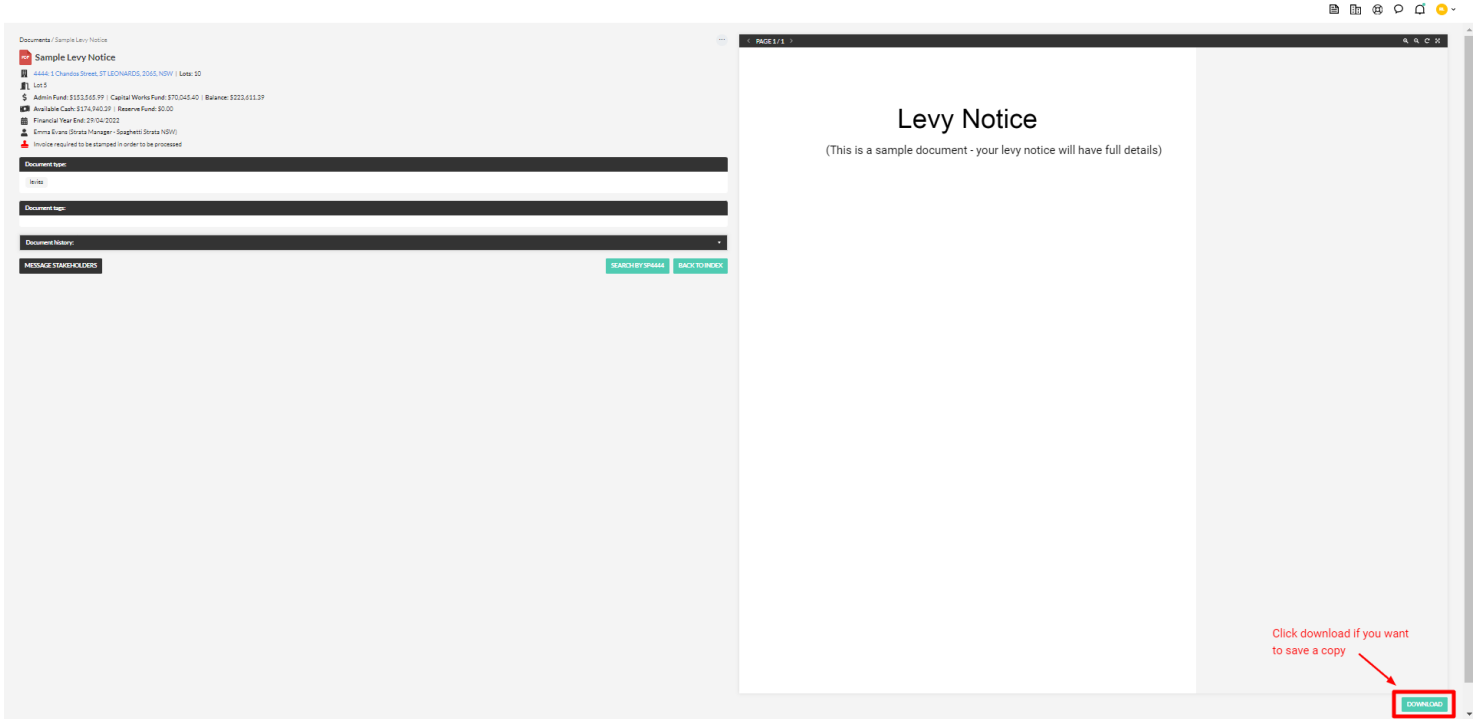
Levy Notices Sp4444x Search by name, type, building, manager and...

	PLAN NUMBER	TYPE	NAME	ADDED
	4444	Levies	Sample Levy Notice	26/10/2022
	4444	Levies	Sample Levy Notice	26/10/2022
	4444	Levies	Sample Levy Notice	19/10/2022

Per Page: 50 100 500

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If you want to save a copy to your computer, click the *Download* button at the bottom right of the screen.



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