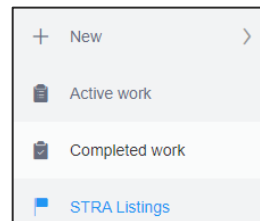


De-Registering a STRA Property

Following the registration of a short-term rental accommodation (STRA) property, Registrants can manage their properties via the STRA Listings area. To de-register a STRA property listing, follow the steps outlined below.

Locating the STRA Property

1. Log in to the NSW Planning Portal and click STRA Listings from the main menu to open the STRA Properties area.

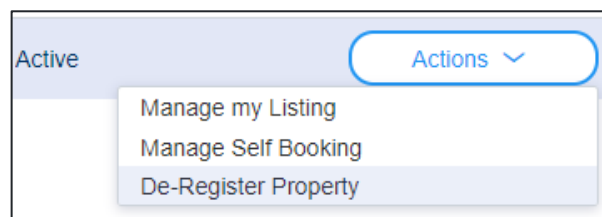


Note: The STRA Properties area will open displaying all STRA properties that have been registered under your Portal account.

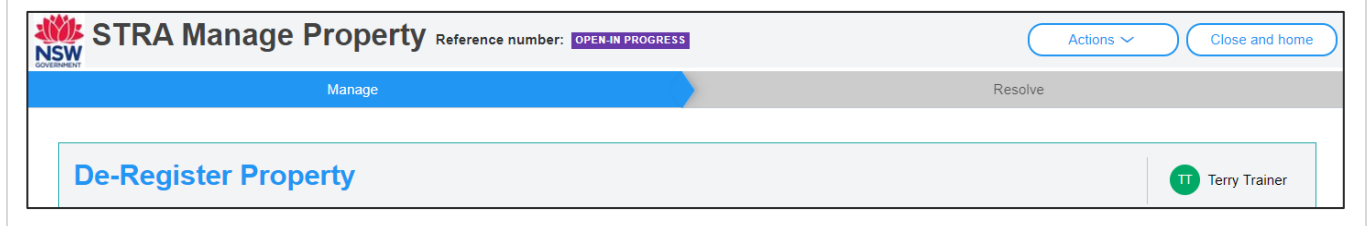
STRA Properties							
Property ID	Site Address	Hosting Type	Renewal Date	Status	Sub Status	Actions	
PID-STRA-1011	200 BLACKTOWN ROAD BLACKTOWN 2148	Non-Hosted	10/03/2022	De-Registered	No longer want to be in STRA	Actions	
PID-STRA-740-1	105 SECOND AVENUE BERALA 2141	Non-Hosted	21/02/2022	De-Registered	Sold	Actions	
PID-STRA-1027	64 WILLIAM STREET GRANVILLE 2142	Non-Hosted	10/03/2022	Registered	Active	Actions	

De-registering a STRA Property Listing

2. Select De-Register Property from the properties Actions dropdown menu.



Note: The De-Register Property screen will display.



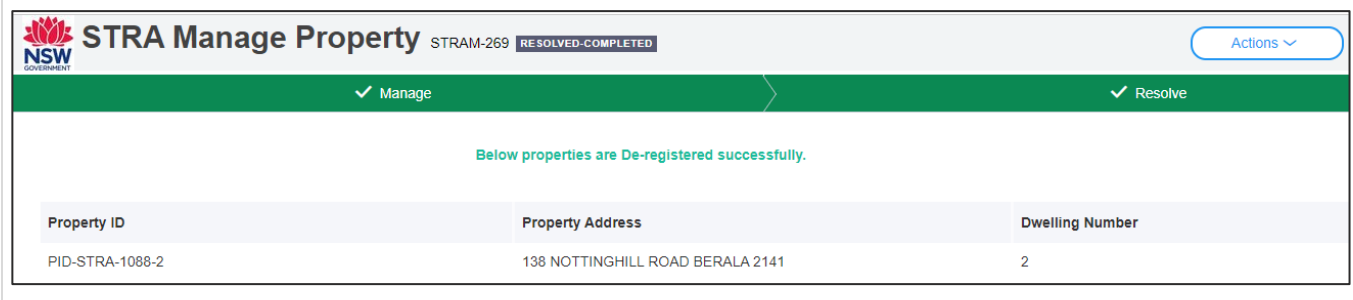
The screenshot shows the 'STRA Manage Property' interface. At the top, there is a header with the NSW Government logo, the title 'STRA Manage Property', and a reference number 'OPEN-IN PROGRESS'. Below the header, there are two buttons: 'Manage' (highlighted in blue) and 'Resolve'. The main content area features a large blue button labeled 'De-Register Property'. In the bottom right corner, there is a user profile icon for 'Terry Trainer'.

<p>3. Select a De-registration reason from the dropdown menu.</p>	<div data-bbox="836 264 1362 400"><p>De Registration Reason *</p><p>Select</p></div>
<p>4. Click Submit.</p>	<div data-bbox="991 443 1209 495"><p>Submit</p></div>

Note: You will receive the following error message identifying the property can not be de-registered if there are future bookings in place.

This property can not be de-registered as it has future bookings that are not cancelled. Please cancel the bookings before proceeding with de-registration.

You will need to cancel the bookings, including those made from an online booking platform, before proceeding with de-registration. Bookings cancelled via online booking platforms may take a few days to reflect in the Portal.



STRAM-269 RESOLVED-COMPLETED

Actions

Manage Resolve

Below properties are De-registered successfully.

Property ID	Property Address	Dwelling Number
PID-STRA-1088-2	138 NOTTINGHILL ROAD BERALA 2141	2

End of steps

If you need more information

- Click the Help link at the top of the screen to access the NSW Planning Portal help pages and articles.
- Review the Frequently Asked Questions - <https://www.planningportal.nsw.gov.au/support/frequently-asked-questions> and / or contact ServiceNSW on 1300 305 695.