

Vendor Statement

The vendor makes this statement in respect of the land in accordance with section 32 of the *Sale of Land Act 1962*.

This statement must be signed by the vendor and given to the purchaser before the purchaser signs the contract.
The vendor may sign by electronic signature.

The purchaser acknowledges being given this statement signed by the vendor with the attached documents before the purchaser signed any contract.

Land	UNIT 1, 111 AUSTIN ROAD, SEAFORD VIC 3198
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Vendor's name	Sophie Robina Watt	Date	/ /
Vendor's signature	<div></div>		

Purchaser's name		Date	/ /
Purchaser's signature	<div></div>		
Purchaser's name		Date	/ /
Purchaser's signature	<div></div>		

1. FINANCIAL MATTERS

1.1 Particulars of any Rates, Taxes, Charges or Other Similar Outgoings (and any interest on them)

(a) ☒ Their amounts are:

Authority	Amount	Interest (if any)
(1) Frankston City Council	\$2,105.60	
(2) South East Water	\$704.20 plus usage	
(3) State Revenue Office - Land Tax	\$975.00	
(4) Owner Corporation	\$2,100.00	

1.2 Particulars of any Charge (whether registered or not) imposed by or under any Act to secure an amount due under that Act, including the amount owing under the charge

\$0.00	To	
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Other particulars (including dates and times of payments):

1.3 Terms Contract

This section 1.3 only applies if this vendor statement is in respect of a terms contract where the purchaser is obliged to make 2 or more payments (other than a deposit or final payment) to the vendor after the execution of the contract and before the purchaser is entitled to a conveyance or transfer of the land.

Not Applicable

1.4 Sale Subject to Mortgage

This section 1.4 only applies if this vendor statement is in respect of a contract which provides that any mortgage (whether registered or unregistered), is NOT to be discharged before the purchaser becomes entitled to possession or receipts of rents and profits.

Not Applicable

1.5 Commercial and Industrial Property Tax Reform Act 2024 (Vic) (CIPT Act)

(a) The Australian Valuation Property Classification Code (within the meaning of the CIPT Act) most recently allocated to the land is set out in the attached Municipal rates notice or property clearance certificate or is as follows	AVPC No. 120
(b) Is the land tax reform scheme land within the meaning of the CIPT Act?	☐ YES ☒ NO
(c) If the land is tax reform scheme land within the meaning of the CIPT Act, the entry date within the meaning of the CIPT Act is set out in the attached Municipal rates notice or property clearance certificate or is as follows	Date: OR ☒ See attached

2. INSURANCE

2.1 Damage and Destruction

This section 2.1 only applies if this vendor statement is in respect of a contract which does NOT provide for the land to remain at the risk of the vendor until the purchaser becomes entitled to possession or receipt of rents and profits.

Not Applicable

2.2 Owner Builder

This section 2.2 only applies where there is a residence on the land that was constructed by an owner-builder within the preceding 6 years and section 137B of the Building Act 1993 applies to the residence.

Not Applicable

3. LAND USE

3.1 Easements, Covenants or Other Similar Restrictions

- (a) A description of any easement, covenant or other similar restriction affecting the land (whether registered or unregistered):

Not Applicable

- (b) Particulars of any existing failure to comply with that easement, covenant or other similar restriction are:

Not Applicable

3.2 Road Access

There is NO access to the property by road if the square box is marked with an 'X'

☐

3.3 Designated Bushfire Prone Area

The land is in a designated bushfire prone area within the meaning of section 192A of the *Building Act* 1993 if the square box is marked with an 'X'

☐

3.4 Planning Scheme

☒ The required specified information is as follows:

- | | |
|-----------------------------------|--|
| (a) Name of planning scheme | Frankston Planning Scheme |
| (b) Name of responsible authority | Frankston City Council |
| (c) Zoning of the land | GRZ - General Residential Zone |
| (d) Name of planning overlay | all or part of this property is an 'area of cultural heritage sensitivity' |

4. NOTICES

4.1 Notice, Order, Declaration, Report or Recommendation

Particulars of any notice, order, declaration, report or recommendation of a public authority or government department or approved proposal directly and currently affecting the land, being a notice, order, declaration, report, recommendation or approved proposal of which the vendor might reasonably be expected to have knowledge:

☒ Are as follows

None to the Vendors knowledge, however, the Vendors have no means of knowing of all decisions of public authorities and government departments affecting the property unless these are communicated to the Vendors.

The Shire designate the area, in which the property is located, to be likely to be subject to termite infestation.

4.2 Agricultural Chemicals

There are NO notices, property management plans, reports or orders in respect of the land issued by a government department or public authority in relation to livestock disease or contamination by agricultural chemicals affecting the ongoing use of the land for agricultural purposes. However, if this is not the case, the details of any such notices, property management plans, reports or orders, are as follows:

NIL

4.3 Compulsory Acquisition

The particulars of any notices of intention to acquire that have been served under section 6 of the *Land Acquisition and Compensation Act* 1986 are as follows:

NIL

5. BUILDING PERMITS

Particulars of any building permit issued under the *Building Act* 1993 in the preceding 7 years (required only where there is a residence on the land):

Not Applicable

6. OWNERS CORPORATION

This section 6 only applies if the land is affected by an owners corporation within the meaning of the *Owners Corporations Act* 2006.

6.1 ☒ Attached is a current owners corporation certificate with its required accompanying documents and statements, issued in accordance with section 151 of the Owners Corporations Act 2006.

7. GROWTH AREAS INFRASTRUCTURE CONTRIBUTION ("GAIC")

Words and expressions in this section 7 have the same meaning as in Part 9B of the *Planning and Environment Act* 1987.

Not Applicable

8. SERVICES

The services which are marked with an 'X' in the accompanying square box are NOT connected to the land:

Electricity supply ☐	Gas supply ☐	Water supply ☐	Sewerage ☐	Telephone services ☐
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9. Material Facts

Not applicable.

10. TITLE

Attached are copies of the following documents:

10.1 ☒ (a) Registered Title

A Register Search Statement and the document, or part of a document, referred to as the 'diagram location' in that statement which identifies the land and its location.

11. SUBDIVISION

11.1 Unregistered Subdivision

This section 11.1 only applies if the land is subject to a subdivision which is not registered.

Not Applicable

11.2 Staged Subdivision

This section 11.2 only applies if the land is part of a staged subdivision within the meaning of section 37 of the *Subdivision Act* 1988.

(a) Attached is a copy of the plan for the first stage if the land is in the second or subsequent stage.

(b) The requirements in a statement of compliance relating to the stage in which the land is included that have Not been complied With are As follows:

NIL

(c) The proposals relating to subsequent stages that are known to the vendor are as follows:

NIL

(d) The contents of any permit under the Planning and Environment Act 1987 authorising the staged subdivision are:

NIL

11.3 Further Plan of Subdivision

This section 11.3 only applies if the land is subject to a subdivision in respect of which a further plan within the meaning of the *Subdivision Act* 1988 is proposed.

Not Applicable

12. DISCLOSURE OF ENERGY INFORMATION

(Disclosure of this information is not required under section 32 of the Sale of Land Act 1962 but may be included in this vendor statement for convenience.)

Details of any energy efficiency information required to be disclosed regarding a disclosure affected building or disclosure area affected area of a building as defined by the *Building Energy Efficiency Disclosure Act 2010* (Cth)

- (a) to be a building or part of a building used or capable of being used as an office for administrative, clerical, professional or similar based activities including any support facilities; and
- (b) which has a net lettable area of at least 1000m²; (but does not include a building under a strata title system or if an occupancy permit was issued less than 2 years before the relevant date);

Not Applicable

13. DUE DILIGENCE CHECKLIST

(The Sale of Land Act 1962 provides that the vendor or the vendor's licensed estate agent must make a prescribed due diligence checklist available to purchasers before offering land for sale that is vacant residential land or land on which there is a residence. The due diligence checklist is NOT required to be provided with, or attached to, this vendor statement but the checklist may be attached as a matter of convenience.)

Is attached

14. ATTACHMENTS

(Any certificates, documents and other attachments may be annexed to this section 13)

(Additional information may be added to this section 13 where there is insufficient space in any of the earlier sections)

(Attached is an "Additional Vendor Statement" if section 1.3 (Terms Contract) or section 1.4 (Sale Subject to Mortgage) applies)

- Lease Agreement
- Asset Plan

Rate and Valuation Notice 2026-2027

Rates and charges for the period 1 July 2026 to 30 June 2027
Page 1 of 4 Foreshore Parking Permit Enclosed



Tax Invoice
ABN 49 454 768 065

Notice date: 28/08/2026
Frankston City Council
PO Box 490
FRANKSTON VIC 3199
Phone: 1300 322 322
info@frankston.vic.gov.au
frankston.vic.gov.au
Assessment No./Ref No. 0111883 3
Ward: Pines

Sophie Robina Watt
102 Wungan Street
MACLEOD VIC 3085

PAID
07/09
B-pay



023
1042065
DLX9_160203

Property details

1/111 Austin Road, Seaford 3198
Lot 1 PS 427646

Australian Valuation Property Classification Code:
120 : Single Strata Unit/Villa Unit/Townhouse

Date of valuation: 01/01/2026

Site Value (SV): \$210,000
*Capital Improved Value (CIV): \$550,000
Net Annual Value (NAV): \$27,500
Valuation Effective Date: 01/07/2026

*Council uses Capital Improved Value (Land value plus any improvements) for rating purposes

Financial details

Declared on: 11 May 2026

General Rate
Municipal Charge
Waste Charge-Res-Gen120-Mix Rec-Glass-FOGO240

0.001944780 cents in \$ on 550,000
\$608.40 X 1

\$1,069.65
\$193.40
\$608.40

If you're experiencing payment difficulty, and require a payment plan, please refer to page 3 of this notice for further information.

Victorian Government charges -- raised and collected by Council, passed on in full to the State Revenue Office
ESVF Category - Residential \$139.00 + (0.000173000 X 550,000) \$234.15

Garbage Charges include the State Government Imposed Landfill Levy



To register for email notices visit:
frankston.enotices.com.au
eNotice Reference No: D892D539EI

This notice does not include any adjustments/payments made after 21/08/2026
Interest is charged at 10 per cent per annum on all overdue payments --
The maximum rate of interest is fixed by the Minister.

ARREARS (if any)	1st INSTALMENT	2nd INSTALMENT	3rd INSTALMENT	4th INSTALMENT	TOTAL DUE
	\$527.60	\$526.00	\$526.00	\$526.00	\$2,105.60
Due immediately	Due 30/09/2026	Due 30/11/2026	Due 28/02/2027	Due 31/05/2027	
Direct Debit payment option By application only, nine monthly direct debit payments visit: frankston.vic.gov.au	30/09/2026 \$240.60 02/11/2026 \$233.00 30/11/2026 \$233.00	04/01/2027 \$233.00 01/02/2027 \$233.00 01/03/2027 \$233.00	31/03/2027 \$233.00 30/04/2027 \$233.00 31/05/2027 \$234.00	If you paid by direct debit last year your direct debit will automatically continue. If you want to cancel this direct debit, please notify Council in writing.	

How to pay



Online

Using a Visa, Mastercard or debit card via Council's website.
Visit:
frankston.vic.gov.au



BPAY

Log into your online banking to pay from your cheque, savings or credit card account. Self-manage weekly, fortnightly or monthly payments
Visit: bpay.com.au
Billar Code: 1966
Ref: 01118833



Phone or Post Billpay

Using a Visa, Mastercard or debit card.

Phone: 1300 721 138
Ref: 01118833
or

By Post Billpay: 13 18 16
Billpay Code: 0760
Ref: 01118833



Centrepay

Deducted from your Centrelink payments.

Learn more:
centrelink.gov.au

CRN: 555014543H
Ref: 01118833



Direct Debit

By application to Council only, for more information please visit:
frankston.vic.gov.au



Mail

Attach cheque or money order to the remittance slip on the back of this notice and post to:

Frankston City Council
PO Box 490
Frankston 3199

Receipts not issued for mail payments



In Person

By cash, cheque, money order, EFTPOS or Credit Card (Visa or Mastercard).

Present this notice with payment at any Frankston Council Customer Service Centre.

Find your nearest location: refer to page 4 or visit frankston.vic.gov.au

SOPHIE ROBINA WATT
U 1 111 AUSTIN RD
SEAFORD VIC 3198

Account number: 36229492

Date due: 16 February 2026

Last bill	Payments received	Balance
\$176.05	– \$176.05cr =	\$0.00

Current charges	Total due
+ \$176.05	\$176.05

Your account breakdown

Issue date	28 January 2026
Property	Unit 1 111 Austin Road SEAFORD VIC 3198 51A//09858/00220
Property reference	
Last bill	\$176.05
Payment received	\$176.05cr
Balance brought forward	\$0.00
Our charges (no GST)	\$122.38
Other authorities' charges (no GST)	\$53.70
Total due	\$176.05

Your snapshot

Average daily cost **\$1.34**

Payment options

DD Direct debit
Set up payments at southeastwater.com.au/paymybill

BPAY® (Up to \$20,000)
Biller code: 24208 Ref: 1003 6229 4900 005

Credit card
Pay by Visa or MasterCard at
southeastwater.com.au/paymybill
or call 1300 659 658.

eft EFT (Electronic Funds Transfer)
BSB: 033-874 Account number: 36229492
Account name: South East Water Corporation

Post Billpay
BillpayCode: 0361 Ref: 1003 6229 4900 005
Call 131 816 Visit: postbillpay.com.au
Or visit an Australia Post store.

Centrepay
Go to servicesaustralia.gov.au/centrepay
for more information.
Reference number: 555 050 397J

Property ref: 51A//09858/00220
UNIT 1 111 AUSTIN ROAD
SEAFORD VIC 3198

PN51A



*361 100362294900005

Total due: **\$176.05**

Account number: 36229492

Date paid:

Receipt number:

Our charges

Service charges		For period 01/01/26 to 31/03/26
Water service charge		\$21.97
Sewerage service charge		\$100.41
Total service charges		\$122.38
Our charges		\$122.38
Other authorities' charges		Charge
Parks charge 01/01/26 to 31/03/26		\$22.45
Waterways and Drainage charge 01/01/26 to 31/03/26		\$31.25
Total other authorities		\$53.70
Total current charges		\$176.05

Our charges explained

Our charges cover the costs involved with delivering clean, safe water and safely removing and treating sewage for 1.8 million Melburnians. For more details, see southeastwater.com.au/charges2025

Other authorities' charges

Waterways and drainage charge

We collect this charge on behalf of Melbourne Water to help protect our rivers and creeks and improve drainage and flood management. For details, see melbournewater.com.au. The charge is for 01/01/26 to 31/03/26.

Parks charge

We collect this charge quarterly on behalf of the Department of Energy, Environment and Climate Action (DEECA). Funds raised go towards the management and maintenance of parks, gardens, trails, waterways, and zoos. For more details about this charge, see www.parks.vic.gov.au/about-us/parks-charge. The charge is for 01/01/26 to 31/03/26.

Additional information

Payment assistance

We have a range of payment solutions to help manage your bill. From payment plans to government assistance or more time to pay, find a solution to suit you at southeastwater.com.au/paymentsupport

Our customer charter

We have a customer charter, which outlines your rights and responsibilities as a customer of South East Water. View the charter at southeastwater.com.au/customer-charter. For a printed copy of the Charter, email support@sew.com.au and we will send out a copy.



Drop by drop, we can all do our part to make every drop count

Try 4-minute showers and use a trigger nozzle on your garden hose.

See more tips at southeastwater.com.au/savewater

South East Water Corporation
ABN 89 066 902 547
101 Wells Street Frankston VIC 3199
PO Box 2268 Seaford VIC 3198 Australia



Drop by drop, we can all do our part to make every drop count



Hot spells in summer and early autumn mean we all use a little more water — for our gardens and to stay cool.

But with rising temperatures, lower rainfall, and a growing population, our water supplies are under pressure. That's why it's more important than ever to use water wisely — so there's enough for everyone.

Here are some simple ways to save water:



Bathroom

- Turn off the tap while brushing your teeth or shaving
- Aim for a 4-minute shower
- Use the toilet half-flush (when you can!)



Kitchen/laundry

- Wait until you have a full load to use the dishwasher and washing machine
- Use the eco-mode
- Scrape, don't rinse your dirty dishes



Garden

- Use mulch to help reduce soil evaporation
- Water before 10am and after 6pm when plants absorb more
- Plant drought-tolerant natives

Permanent Water Saving Rules

These rules are in place every day to help us reduce water waste. They include:



Use a trigger nozzle on your hand-held hose.



Wash vehicles on the lawn using a pressure cleaner, trigger-nozzle hose, or bucket.



Watering systems can only be used between 6pm and 10am.



Paths, driveways and outdoor areas mustn't be watered down for cleaning – use a broom.



Get more water saving tips

Visit southeastwater.com.au/savewater or scan the QR code.

Property Clearance Certificate

Land Tax



INFOTRACK / STAWELL & DISTRICT PROPERTY TRANSFERS

Your Reference:	26213
Certificate No:	98451938
Issue Date:	30 MAR 2026
Enquiries:	ESYSPROD

Land Address: UNIT 1, 111 AUSTIN ROAD SEAFORD VIC 3198

Land Id	Lot	Plan	Volume	Folio	Tax Payable
27520057	1	427646	10474	771	\$975.00

Vendor: SOPHIE WATT

Purchaser: FOR INFORMATION PURPOSES

Current Land Tax	Year	Taxable Value (SV)	Proportional Tax	Penalty/Interest	Total
SOPHIE ROBINA WATT	2026	\$220,000	\$975.00	\$0.00	\$975.00

Comments: Land Tax will be payable but is not yet due - please see notes on reverse.

Current Vacant Residential Land Tax	Year Taxable Value (CIV)	Tax Liability	Penalty/Interest	Total
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Comments:

Arrears of Land Tax	Year	Proportional Tax	Penalty/Interest	Total
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Arrears of Vacant Residential Land Tax	Year	Proportional Tax	Penalty/Interest	Total
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This certificate is subject to the notes that appear on the reverse. The applicant should read these notes carefully.

Paul Broderick
Commissioner of State Revenue

CAPITAL IMPROVED VALUE (CIV):	\$550,000
SITE VALUE (SV):	\$220,000
CURRENT LAND TAX AND VACANT RESIDENTIAL LAND TAX CHARGE:	\$975.00

Notes to Certificate - Land Tax

Certificate No: 98451938

Power to issue Certificate

1. Pursuant to section 95AA of the *Taxation Administration Act 1997*, the Commissioner of State Revenue must issue a Property Clearance Certificate (Certificate) to an owner, mortgagee or bona fide purchaser of land who makes an application specifying the land for which the Certificate is sought and pays the application fee.

Amount shown on Certificate

2. The Certificate shows any land tax (including Vacant Residential Land Tax, interest and penalty tax) that is due and unpaid on the land described in the Certificate at the date of issue. In addition, it may show:
 - Land tax that has been assessed but is not yet due,
 - Land tax for the current tax year that has not yet been assessed, and
 - Any other information that the Commissioner sees fit to include, such as the amount of land tax applicable to the land on a single holding basis and other debts with respect to the property payable to the Commissioner.

Land tax is a first charge on land

3. Unpaid land tax (including Vacant Residential Land Tax, interest and penalty tax) is a first charge on the land to which it relates. This means it has priority over any other encumbrances on the land, such as a mortgage, and will continue as a charge even if ownership of the land is transferred. Therefore, a purchaser may become liable for any such unpaid land tax.

Information for the purchaser

4. Pursuant to section 96 of the *Land Tax Act 2005*, if a purchaser of the land described in the Certificate has applied for and obtained a certificate, the amount recoverable from the purchaser by the Commissioner cannot exceed the amount set out in the certificate, described as the "Current Land Tax Charge and Vacant Residential Land Tax Charge" overleaf. A purchaser cannot rely on a Certificate obtained by the vendor.

Information for the vendor

5. Despite the issue of a Certificate, the Commissioner may recover a land tax liability from a vendor, including any amount identified on this Certificate.

Apportioning or passing on land tax to a purchaser

6. A vendor is prohibited from apportioning or passing on land tax including vacant residential land tax, interest and penalty tax to a purchaser under a contract of sale of land entered into on or after 1 January 2024, where the purchase price is less than \$10 million (to be indexed annually from 1 January 2025, as set out on the website for Consumer Affairs Victoria).

General information

7. A Certificate showing no liability for the land does not mean that the land is exempt from land tax. It means that there is nothing to pay at the date of the Certificate.
8. An updated Certificate may be requested free of charge via our website, if:
 - The request is within 90 days of the original Certificate's issue date, and
 - There is no change to the parties involved in the transaction for which the Certificate was originally requested.

For Information Only

LAND TAX CALCULATION BASED ON SINGLE OWNERSHIP

Land Tax = \$975.00

Taxable Value = \$220,000

Calculated as \$975 plus (\$220,000 - \$100,000) multiplied by 0.000 cents.

VACANT RESIDENTIAL LAND TAX CALCULATION

Vacant Residential Land Tax = \$5,500.00

Taxable Value = \$550,000

Calculated as \$550,000 multiplied by 1.000%.

Land Tax - Payment Options

BPAY



Billers Code: 5249
Ref: 98451938

Telephone & Internet Banking - BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account.

www.bpay.com.au

CARD



Ref: 98451938

Visa or Mastercard

Pay via our website or phone 13 21 61.
A card payment fee applies.

sro.vic.gov.au/paylandtax

Property Clearance Certificate

Commercial and Industrial Property Tax



INFOTRACK / STAWELL & DISTRICT PROPERTY TRANSFERS

Your Reference:	26213
Certificate No:	98451938
Issue Date:	30 MAR 2026
Enquires:	ESYSPROD

Land Address: UNIT 1, 111 AUSTIN ROAD SEAFORD VIC 3198					
Land Id	Lot	Plan	Volume	Folio	Tax Payable
27520057	1	427646	10474	771	\$0.00
AVPCC	Date of entry into reform	Entry interest	Date land becomes CIPT taxable land	Comment	
120	N/A	N/A	N/A	The AVPCC allocated to the land is not a qualifying use.	

This certificate is subject to the notes found on the reverse of this page. The applicant should read these notes carefully.

Paul Broderick
Commissioner of State Revenue

CAPITAL IMPROVED VALUE:	\$550,000
SITE VALUE:	\$220,000
CURRENT CIPT CHARGE:	\$0.00

Notes to Certificate - Commercial and Industrial Property Tax

Certificate No: 98451938

Power to issue Certificate

1. Pursuant to section 95AA of the *Taxation Administration Act 1997*, the Commissioner of State Revenue must issue a Property Clearance Certificate (Certificate) to an owner, mortgagee or bona fide purchaser of land who makes an application specifying the land for which the Certificate is sought and pays the application fee.

Amount shown on Certificate

2. The Certificate shows any commercial and industrial property tax (including interest and penalty tax) that is due and unpaid on the land described in the Certificate at the date of issue.

Australian Valuation Property Classification Code (AVPCC)

3. The Certificate may show one or more AVPCC in respect of land described in the Certificate. The AVPCC shown on the Certificate is the AVPCC allocated to the land in the most recent of the following valuation(s) of the land under the *Valuation of Land Act 1960*:
 - a general valuation of the land;
 - a supplementary valuation of the land returned after the general valuation.
4. The AVPCC(s) shown in respect of land described on the Certificate can be relevant to determine if the land has a qualifying use, within the meaning given by section 4 of the *Commercial and Industrial Property Tax Reform Act 2024* (CIPT Act). Section 4 of the CIPT Act Land provides that land will have a qualifying use if:
 - the land has been allocated one, or more than one, AVPCC in the latest valuation, all of which are in the range 200-499 and/or 600-699 in the Valuation Best Practice Specifications Guidelines (the requisite range);
 - the land has been allocated more than one AVPCC in the latest valuation, one or more of which are inside the requisite range and one or more of which are outside the requisite range, and the land is used solely or primarily for a use described in an AVPCC in the requisite range; or
 - the land is used solely or primarily as eligible student accommodation, within the meaning of section 3 of the CIPT Act.

Commercial and industrial property tax information

5. If the Commissioner has identified that land described in the Certificate is tax reform scheme land within the meaning given by section 3 of the CIPT Act, the Certificate may show in respect of the land:
 - the date on which the land became tax reform scheme land;
 - whether the entry interest (within the meaning given by section 3 of the Duties Act 2000) in relation to the tax reform scheme land was a 100% interest (a whole interest) or an interest of less than 100% (a partial interest); and
 - the date on which the land will become subject to the commercial and industrial property tax.
6. A Certificate that does not show any of the above information in respect of land described in the Certificate does not mean that the land is not tax reform scheme land. It means that the Commissioner has not identified that the land is tax reform scheme land at the date of issue of the Certificate. The Commissioner may identify that the land is tax reform scheme land after the date of issue of the Certificate.

Change of use of tax reform scheme land

7. Pursuant to section 34 of the CIPT Act, an owner of tax reform scheme land must notify the Commissioner of certain changes of use of tax reform scheme land (or part of the land) including if the actual use of the land changes to a use not described in any AVPCC in the range 200-499 and/or 600-699. The notification

must be given to the Commissioner within 30 days of the change of use.

Commercial and industrial property tax is a first charge on land

8. Commercial and industrial property tax (including any interest and penalty tax) is a first charge on the land to which the commercial and industrial property tax is payable. This means it has priority over any other encumbrances on the land, such as a mortgage, and will continue as a charge even if ownership of the land is transferred. Therefore, a purchaser may become liable for any unpaid commercial and industrial property tax.

Information for the purchaser

9. Pursuant to section 27 of the CIPT Act, if a bona fide purchaser for value of the land described in the Certificate applies for and obtains a Certificate in respect of the land, the maximum amount recoverable from the purchaser is the amount set out in the Certificate. A purchaser cannot rely on a Certificate obtained by the vendor.

Information for the vendor

10. Despite the issue of a Certificate, the Commissioner may recover a commercial and industrial property tax liability from a vendor, including any amount identified on this Certificate.

Passing on commercial and industrial property tax to a purchaser

11. A vendor is prohibited from apportioning or passing on commercial and industrial property tax to a purchaser under a contract of sale of land entered into on or after 1 July 2024 where the purchase price is less than \$10 million (to be indexed annually from 1 January 2025, as set out on the website for Consumer Affairs Victoria).

General information

12. Land enters the tax reform scheme if there is an entry transaction, entry consolidation or entry subdivision in respect of the land (within the meaning given to those terms in the CIPT Act). Land generally enters the reform on the date on which an entry transaction occurs in respect of the land (or the first date on which land from which the subject land was derived (by consolidation or subdivision) entered the reform).
13. The Duties Act includes exemptions from duty, in certain circumstances, for an eligible transaction (such as a transfer) of tax reform scheme land that has a qualifying use on the date of the transaction. The exemptions apply differently based on whether the entry interest in relation to the land was a whole interest or a partial interest. For more information, please refer to www.sro.vic.gov.au/CIPT.
14. A Certificate showing no liability for the land does not mean that the land is exempt from commercial and industrial property tax. It means that there is nothing to pay at the date of the Certificate.
15. An updated Certificate may be requested free of charge via our website, if:
 - the request is within 90 days of the original Certificate's issue date, and
 - there is no change to the parties involved in the transaction for which the Certificate was originally requested.

Property Clearance Certificate

Windfall Gains Tax



INFOTRACK / STAWELL & DISTRICT PROPERTY TRANSFERS

Your Reference: 26213

Certificate No: 98451938

Issue Date: 30 MAR 2026

Land Address: UNIT 1, 111 AUSTIN ROAD SEAFORD VIC 3198

Lot	Plan	Volume	Folio
1	427646	10474	771

Vendor: SOPHIE WATT

Purchaser: FOR INFORMATION PURPOSES

WGT Property Id	Event ID	Windfall Gains Tax	Deferred Interest	Penalty/Interest	Total
		\$0.00	\$0.00	\$0.00	\$0.00

Comments: No windfall gains tax liability identified.

This certificate is subject to the notes that appear on the reverse. The applicant should read these notes carefully.

A handwritten signature in black ink, appearing to read "Paul Broderick".

Paul Broderick
Commissioner of State Revenue

CURRENT WINDFALL GAINS TAX CHARGE:

\$0.00

Notes to Certificate - Windfall Gains Tax

Certificate No: 98451938

Power to issue Certificate

1. Pursuant to section 95AA of the *Taxation Administration Act 1997*, the Commissioner of State Revenue must issue a Property Clearance Certificate (Certificate) to an owner, mortgagee or bona fide purchaser of land who makes an application specifying the land for which the Certificate is sought and pays the application fee.

Amount shown on Certificate

2. The Certificate shows in respect of the land described in the Certificate:
 - Windfall gains tax that is due and unpaid, including any penalty tax and interest
 - Windfall gains tax that is deferred, including any accrued deferral interest
 - Windfall gains tax that has been assessed but is not yet due
 - Windfall gains tax that has not yet been assessed (i.e. a WGT event has occurred that rezones the land but any windfall gains tax on the land is yet to be assessed)
 - Any other information that the Commissioner sees fit to include such as the amount of interest accruing per day in relation to any deferred windfall gains tax.

Windfall gains tax is a first charge on land

3. Pursuant to section 42 of the *Windfall Gains Tax Act 2021*, windfall gains tax, including any accrued interest on a deferral, is a first charge on the land to which it relates. This means it has priority over any other encumbrances on the land, such as a mortgage, and will continue as a charge even if ownership of the land is transferred. Therefore, a purchaser may become liable for any unpaid windfall gains tax.

Information for the purchaser

4. Pursuant to section 42 of the *Windfall Gains Tax Act 2021*, if a bona fide purchaser for value of land applies for and obtains a Certificate in respect of the land, the maximum amount recoverable from the purchaser by the Commissioner is the amount set out in the certificate, described as the "Current Windfall Gains Tax Charge" overleaf.
5. If the certificate states that a windfall gains tax is yet to be assessed, note 4 does not apply.
6. A purchaser cannot rely on a Certificate obtained by the vendor.

Information for the vendor

7. Despite the issue of a Certificate, the Commissioner may recover a windfall gains tax liability from a vendor, including any amount identified on this Certificate.

Passing on windfall gains tax to a purchaser

8. A vendor is prohibited from passing on a windfall gains tax liability to a purchaser where the liability has been assessed under a notice of assessment as at the date of the contract of sale of land or option agreement. This prohibition does not apply to a contract of sale entered into before 1 January 2024, or a contract of sale of land entered into on or after 1 January 2024 pursuant to the exercise of an option granted before 1 January 2024.

General information

9. A Certificate showing no liability for the land does not mean that the land is exempt from windfall gains tax. It means that there is nothing to pay at the date of the Certificate.
10. An updated Certificate may be requested free of charge via our website, if:
 - The request is within 90 days of the original Certificate's issue date, and
 - There is no change to the parties involved in the transaction for which the Certificate was originally requested.
11. Where a windfall gains tax liability has been deferred, interest accrues daily on the deferred liability. The deferred interest shown overleaf is the amount of interest accrued to the date of issue of the certificate.

Windfall Gains Tax - Payment Options

BPAY



Billers Code: 416073
Ref: 98451933

Telephone & Internet Banking - BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account.

www.bpay.com.au

CARD



Ref: 98451933

Visa or Mastercard

Pay via our website or phone 13 21 61.
A card payment fee applies.

sro.vic.gov.au/payment-options

Important payment information

Windfall gains tax payments must be made using only these specific payment references.

Using the incorrect references for the different tax components listed on this property clearance certificate will result in misallocated payments.

From www.planning.vic.gov.au at 27 October 2026 10:07 AM

PROPERTY DETAILS

Address: **1/111 AUSTIN ROAD SEAFORD 3198**
 Lot and Plan Number: **Lot 1 PS427646**
 Standard Parcel Identifier (SPI): **1\PS427646**
 Local Government Area (Council): **FRANKSTON**
 Council Property Number: **230538**
 Planning Scheme: **Frankston**
 Directory Reference: **Melway 99 H4**

www.frankston.vic.gov.au

[Planning Scheme - Frankston](#)

UTILITIES

Rural Water Corporation: **Southern Rural Water**
 Melbourne Water Retailer: **South East Water**
 Melbourne Water: **Inside drainage boundary**
 Power Distributor: **UNITED ENERGY**

STATE ELECTORATES

Legislative Council: **SOUTH-EASTERN METROPOLITAN**
 Legislative Assembly: **CARRUM**

OTHER

Registered Aboriginal Party: **Bunurong Land Council**
Aboriginal Corporation
 Fire Authority: **Fire Rescue Victoria & Country**
Fire Authority

[View location in VicPlan](#)

Planning Zones

GENERAL RESIDENTIAL ZONE (R1Z)

SCHEDULE TO THE GENERAL RESIDENTIAL ZONE (R1Z)



R1Z - Residential 1

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Planning Overlay

None affecting this land - there are overlays in the vicinity

OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

HERITAGE OVERLAY (HO)

SPECIAL BUILDING OVERLAY (SBO)



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

Areas of Aboriginal Cultural Heritage Sensitivity

All or part of this property is an 'area of cultural heritage sensitivity'.

'Areas of cultural heritage sensitivity' are defined under the Aboriginal Heritage Regulations 2018, and include registered Aboriginal cultural heritage places and land form types that are generally regarded as more likely to contain Aboriginal cultural heritage.

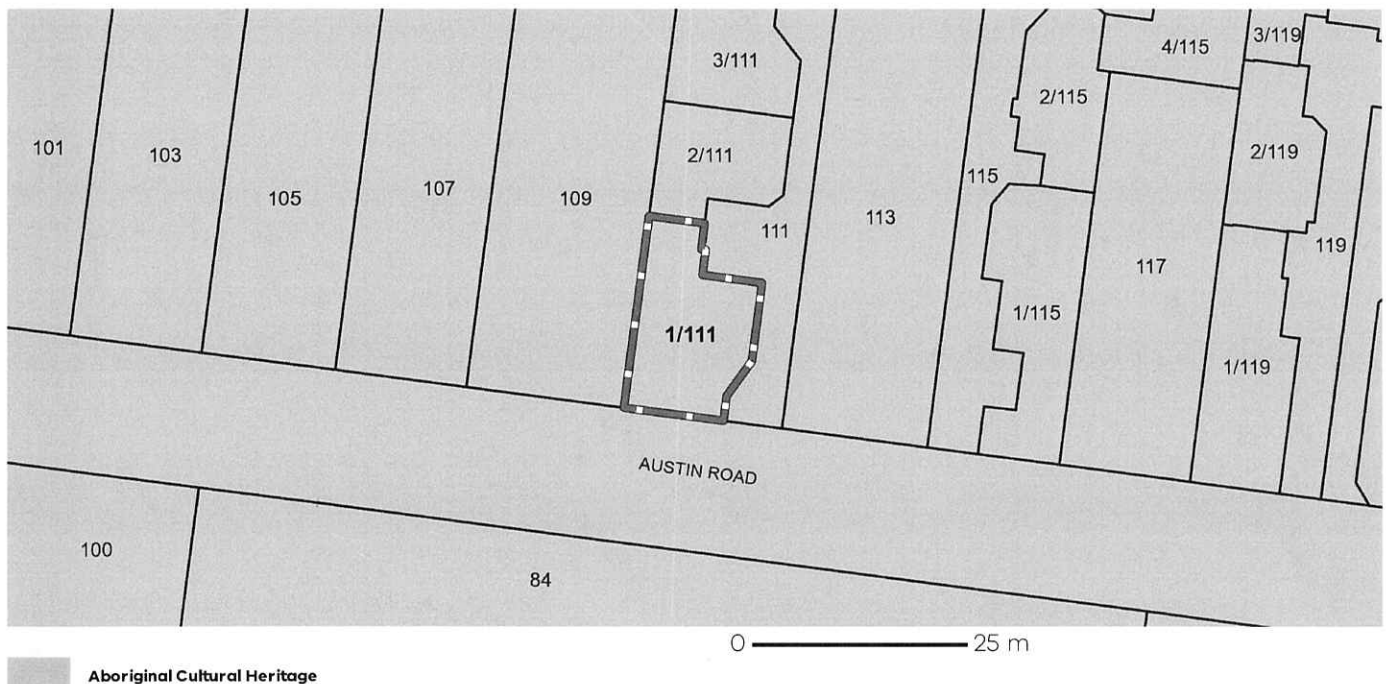
Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

If a significant land use change is proposed (for example, a subdivision into 3 or more lots), a cultural heritage management plan may be triggered. One or two dwellings, works ancillary to a dwelling, services to a dwelling, alteration of buildings and minor works are examples of works exempt from this requirement.

Under the Aboriginal Heritage Act 2006, where a cultural heritage management plan is required, planning permits, licences and work authorities cannot be issued unless the cultural heritage management plan has been approved for the activity.

For further information about whether a Cultural Heritage Management Plan is required go to <https://heritage.achris.vic.gov.au/gavQuestion1.aspx>

More information, including links to both the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2018, can also be found here - <https://www.firstpeoplesrelations.vic.gov.au/aboriginal-heritage-legislation>



Further Planning Information

Planning scheme data last updated on 16 October 2026.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the **Planning and Environment Act 1987**. It does not include information about exhibited planning scheme amendments, or zonings that may affect the land. To obtain a Planning Certificate go to Titles and Property Certificates at Landata - <https://www.landata.vic.gov.au>

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit <https://mapshare.vic.gov.au/vicplan/>

For other information about planning in Victoria visit <https://www.planning.vic.gov.au>

Designated Bushfire Prone Areas

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply.

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at <https://mapshare.vic.gov.au/vicplan/> or at the relevant local council.

Create a BPA definition plan in [VicPlan](#) to measure the BPA.

Information for lot owners building in the BPA is available at <https://www.planning.vic.gov.au>.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>. Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>. For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>.

Native Vegetation

Native plants that are indigenous to Victoria and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#)

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Regulations Map (NVR Map) <https://mapshare.vic.gov.au/nvr/> and [Native vegetation \(environment.vic.gov.au\)](https://www.environment.vic.gov.au) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](https://www.environment.vic.gov.au)

PROPERTY REPORT



Energy,
Environment
and Climate Action

Created at 27 October 2026 10:07 AM

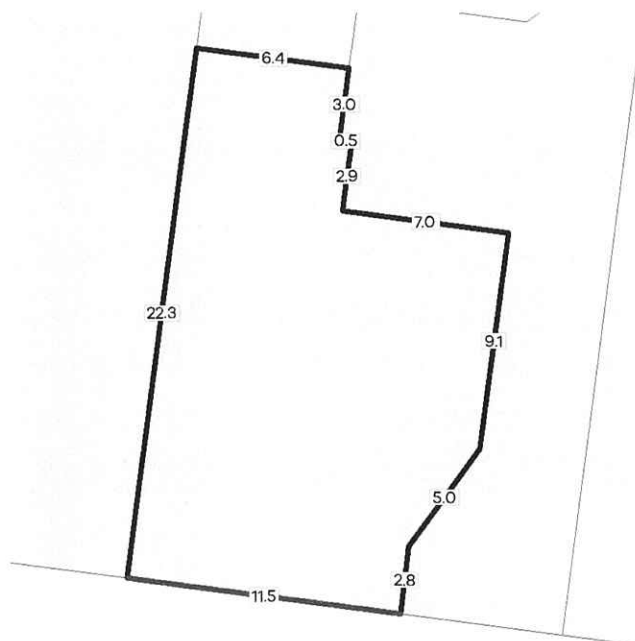
PROPERTY DETAILS

Address: **1/111 AUSTIN ROAD SEAFORD 3198**
Lot and Plan Number: **Lot 1 PS427646**
Standard Parcel Identifier (SPI): **1\PS427646**
Local Government Area (Council): **FRANKSTON**
Council Property Number: **230538**
Directory Reference: **Melway 99 H4**

www.frankston.vic.gov.au

SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan.



Area: 254 sq. m

Perimeter: 71 m

For this property:

— Site boundaries

— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

Calculating the area from the dimensions shown may give a different value to the area shown above

For more accurate dimensions get copy of plan at
[Title and Property Certificates](#)

UTILITIES

Rural Water Corporation: **Southern Rural Water**
Melbourne Water Retailer: **South East Water**
Melbourne Water: **Inside drainage boundary**
Power Distributor: **UNITED ENERGY**

STATE ELECTORATES

Legislative Council: **SOUTH-EASTERN METROPOLITAN**
Legislative Assembly: **CARRUM**

PLANNING INFORMATION

Property Planning details have been removed from the Property Reports to avoid duplication with the Planning Property Reports from the Department of Transport and Planning which are the authoritative source for all Property Planning information.

The Planning Property Report for this property can found here - [Planning Property Report](#)

Planning Property Reports can be found via these two links

Vicplan <https://mapshare.vic.gov.au/vicplan/>

Property and parcel search <https://www.land.vic.gov.au/property-and-parcel-search>

Area Map



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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 10474 FOLIO 771

Security no : 124139610229E
Produced 14/10/2026 01:33 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 427646T.
PARENT TITLE Volume 09153 Folio 828
Created by instrument PS427646T 20/10/1999

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
SOPHIE ROBINA WATT of UNIT 1 111 AUSTIN ROAD SEAFORD VIC 3198
AU801855D 13/09/2021

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS427646T FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: UNIT 1 111 AUSTIN ROAD SEAFORD VIC 3198

ADMINISTRATIVE NOTICES

NIL

eCT Control 19097Y MOUNTAIN CONVEYANCING
Effective from 13/09/2021

OWNERS CORPORATIONS

The land in this folio is affected by

OWNERS CORPORATION PLAN NO. PS427646T

DOCUMENT END

Delivered from the LANDATA® System by InfoTrack Pty Ltd.

Imaged Document Cover Sheet

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Document Type	Plan
Document Identification	PS427646T
Number of Pages (excluding this cover sheet)	4
Document Assembled	30/03/2026 14:48

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The document is invalid if this cover sheet is removed or altered.

PLAN OF SUBDIVISION		STAGE No. 11	LTO USE ONLY EDITION 2	PLAN NUMBER PS 427646 T
LOCATION OF LAND PARISH: LYNDHURST. TOWNSHIP: SECTION: CROWN ALLOTMENT: 77 (PART). CROWN PORTION: LTO BASE RECORD: CHART 24. (3025) TITLE REFERENCES: VOL 9153 FOL 828 LAST PLAN REFERENCE/S: L.P.118347, LOT 1. POSTAL ADDRESS: 111 AUSTIN ROAD, (At time of subdivision) SEAFORD. 3198 AMG Co-ordinates (of approx centre of land in plan) E 337000 ZONE: 55 N 5780600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: FRANKSTON REF: 5280 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988. Date of original certification under Section 6. / / 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has/has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage Council Delegate Council Seal Date / / Re-certified under Section 11(7) of the Subdivision Act 1988. Council Delegate Council Seal Date / /		
VESTING OF ROADS AND/OR RESERVES		NOTATIONS		
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is is not a staged subdivision. Planning permit No. DEPTH LIMITATION NIL. LOCATION OF BOUNDARIES DEFINED BY BUILDINGS: MEDIAN: BOUNDARIES BETWEEN THE MARKED 'M'. EXTERIOR FACE: ALL OTHER BOUNDARIES.		
NIL.		NIL.		
SURVEY: THIS PLAN IS IS NOT BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No.(s) IN PROCLAIMED SURVEY AREA No.				
EASEMENT INFORMATION				
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	DRAINAGE	1-20	THIS PLAN	CITY OF FRANKSTON
<div style="float: right; width: 200px;"> LTO USE ONLY STATEMENT OF COMPLIANCE/ EXEMPTION STATEMENT RECEIVED ☒ DATE 29/9/99 </div> <div style="clear: both;"></div> <div style="float: right; width: 200px;"> LTO USE ONLY PLAN REGISTERED TIME 12-00 DATE 20/10/99 Assistant Registrar of Titles SHEET 1 OF 3 SHEETS </div> <div style="clear: both;"></div>				
BRIAN MOXHAM SURVEYING P.L., Licensed Land Surveyor, 80 Moores Road, Monbulk, 3793. Tel.(03) 97520361 Fax (03) 97566366		LICENSED SURVEYOR (PRINT) BRIAN DAVID MOXHAM..... SIGNATURE DATE 27/3/99 REF 96-11-27 VERSION 01A		
DATE / / COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3		DATE / / COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3		

PLAN OF SUBDIVISION

STAGE No.

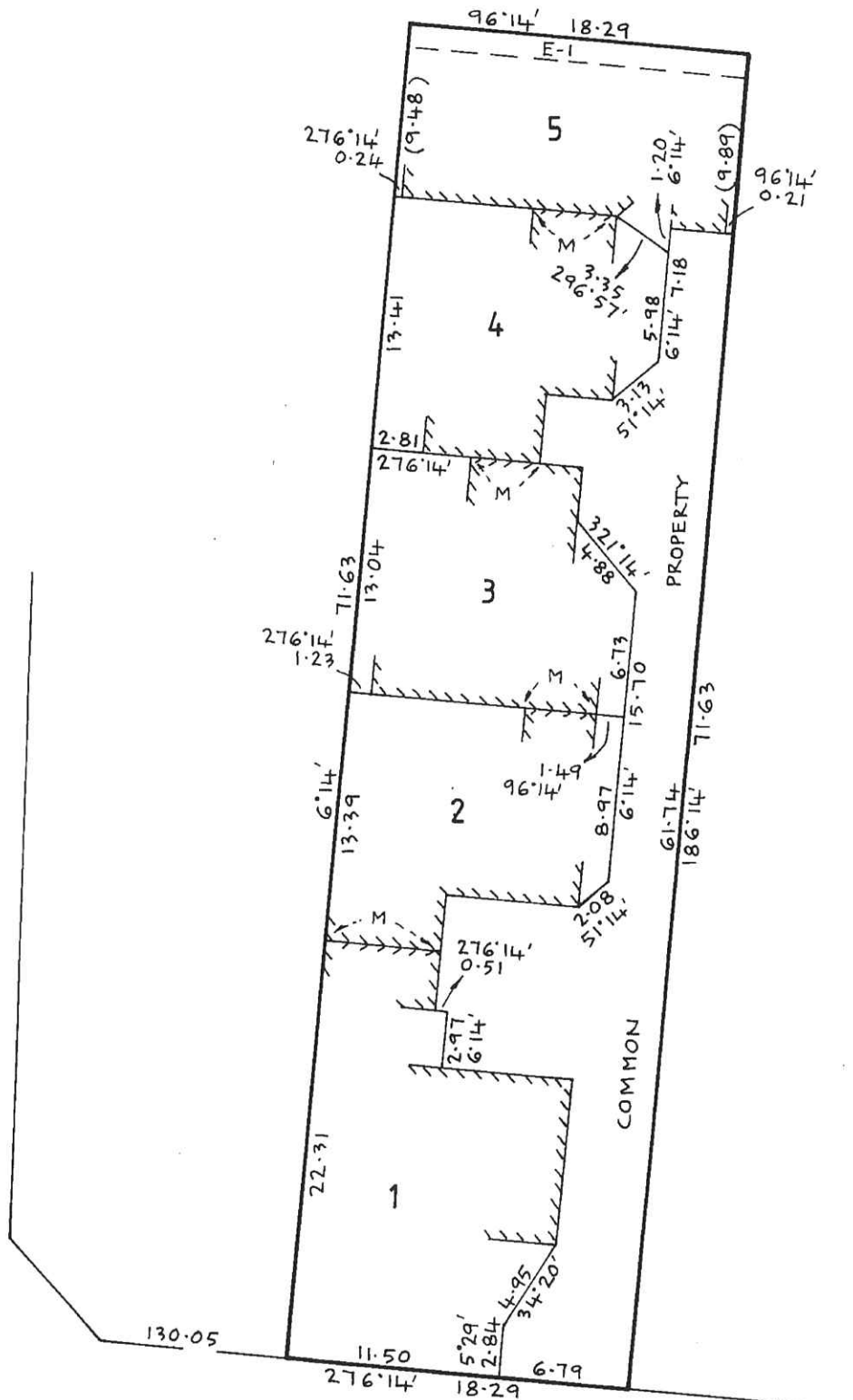
PLAN NUMBER

PS 427646 T

A.M.G. ZONE 55



BRUNEL ROAD.



AUSTIN

ROAD.

BRIAN MOXHAM SURVEYING P.L.
Licensed Land Surveyor,
80 Moores Road, Monbulk, 3793.
Tel. (03) 9752 0361 Fax. (03) 9756 6366

2.5 0 2.5 5 7.5 10 12.5
LENGTHS ARE IN METRES

ORIGINAL
SCALE SHEET
1:250 A3

LICENSED SURVEYOR (PRINT) BRIAN DAVID MOXHAM

SIGNATURE DATE 27 / 3 / 99

REF 96.11.27 VERSION 01 A

SHEET 2 OF 3 SHEETS

DATE / /
COUNCIL DELEGATE SIGNATURE

0 10 20 30 40 50 60 70 80 90 100 110 120 130 140 150mm

Crefields PS03

PS427646T

FOR CURRENT BODY CORPORATE DETAILS
SEE BODY CORPORATE SEARCH REPORT



Department of Transport and Planning

Owners Corporation Search Report

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Produced: 30/03/2026 02:48:19 PM

OWNERS CORPORATION
PLAN NO. PS427646T

The land in PS427646T is affected by 1 Owners Corporation(s)

Land Affected by Owners Corporation:

Common Property, Lots 1 - 5.

Limitations on Owners Corporation:

Unlimited

Postal Address for Services of Notices:

OCV MANAGEMENT PTY LTD, UNIT 6 85 BARDIA AVENUE SEAFORD VIC 3198

AX286865Q 25/09/2023

Owners Corporation Manager:

NIL

Rules:

Model Rules apply unless a matter is provided for in Owners Corporation Rules. See Section 139(3) Owners Corporation Act 2006

Owners Corporation Rules:

NIL

Additional Owners Corporation Information:

NIL

Notations:

NIL

Entitlement and Liability:

NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Common Property	0	0
Lot 1	20	20
Lot 2	20	20
Lot 3	20	20
Lot 4	20	20
Lot 5	20	20
Total	100.00	100.00



Department of Transport and Planning

Owners Corporation Search Report

Produced: 30/03/2026 02:48:19 PM

OWNERS CORPORATION PLAN NO. PS427646T
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From 31 December 2007 every Body Corporate is deemed to be an Owners Corporation. Any reference to a Body Corporate in any Plan, Instrument or Folio is to be read as a reference to an Owners Corporation.

Statement End.



Owners Corporation 427646T

Lot 1
111 Austin Road, SEAFORD

OWNERS CORPORATION CERTIFICATE

Issued on: 21/10/2026

Owners Corporation Certificate

Section 151 Owners Corporations Act 2006 and Reg 11 Owners Corporations Regulations 2018
Subdivision Act 1988

Owners Corporation Number:	427646T
This certificate is issued for Lot:	1/111 Austin Road, SEAFORD
Applicant for the certificate is:	InfoTrack on behalf of Stawell & District Property Transfers
Applicant Email:	ownerscorp@infotrack.com.au
Reference:	427646T / 1
This certificate is issued for Lot 1 Plan No. 427646T	

This certificate consolidates all information and all financial liabilities for the lot in relation to the owners corporations named on this form.

IMPORTANT: The information in this certificate is issued on **21/10/2026**. You can inspect the owners corporation register for additional information and you should obtain a new certificate for current information prior to settlement.

a) The present fees for the above Lot are:

Owners Corporation Admin Contribution \$2,100.00 per annum payable *Quarterly*.

Please note that this Owners Corporation's end of financial year was 30/09/2026

An Annual General Meeting has been scheduled for 16/11/2026

At this meeting, the annual budget may increase or decrease pending the resolutions made by the members.

Please be aware that the contributions for this lot may change and adjustments may be made on previous levies already issued during the new financial year. We suggest an update on the certificate be sought prior to settlement.

Due Date	01/04/2026	01/07/2026	01/10/2026	01/01/2027
Administration	\$525.00	\$525.00	\$525.00	\$525.00

b) The fees are paid up until 31/12/2026. If settlement should occur on or after any due date the next fee instalment as outlined above will also be due and payable.

c) Unpaid fees and levies presently total \$0.00 plus penalty interest of \$0.00.

d) The following special fees or levies have been raised and are payable on the dates indicated below:

Nil

- e) The repairs, maintenance or other work which has been or is about to be performed, which may incur additional charges which have not been included in the annual fees and special levy fees, are:

There are no repairs, maintenance or other works which are not included in the above annual fees maintenance or special levies as at 21/10/2026.

- f) The Owners Corporation has the following insurance cover:

Policy No	Insurer	Type	Sum	Premium
LNG-STR-59974 19/01/2026 - 19/01/2027	Longitude Insurance Pty Ltd	Building/Common Property	\$2,581,061.00	\$5,060.67 Paid: 13/01/2026 Excess: \$2,000.00
		Common Area Contents	\$25,811.00	
		Loss of Rent/Temp Accommodation	\$387,159.00	
		Public Liability	\$20,000,000.00	
		Voluntary Workers	\$200,000.00 (\$2,000.00 per week)	
		Fidelity	\$100,000.00	
		Office Bearers	\$0.00	Not Insured.
		Legal Expenses	\$50,000.00	
		Lot Owners Fixtures & Improvements	\$300,000.00	

- g) Has the Owners Corporation resolved that the members may arrange their own insurance under section 61A of the Act? If so then provide the date of that resolution:

The Owners Corporation has not resolved that owners may arrange their own insurance as at 21/10/2026.

h) The total funds held by the Owners Corporation as at 21/10/2026:

Financial Position of the Owners Corporation Cash at Bank is \$10,839.84.

Made up of:

Administrative Fund	Maintenance Fund	Total
\$10,839.84	\$0.00	\$10,839.84

i) Are there any liabilities of the Owners Corporation that are not covered by annual fees, special levies and repairs/maintenance as set above? If so, then provide details:

There are no liabilities which are not included in the above annual fees, maintenance fund or special levies as at 21/10/2026.

j) Are there any current contracts, leases, licences or agreements affecting the common property? If so, then provide details:

The following leases, licences and agreements affect the common property:

Nil

k) Are there any current agreements to provide services to lot owners, occupiers or the public? If so, then provide details:

There are no agreements to provide services to lot owners, occupiers of the public as at 21/10/2026.

l) Are there any notices or orders served on the Owners Corporation in the last 12 months that have not been satisfied? If so, then provide details:

There are no notices or orders as at 21/10/2026.

- m) Are there any legal proceedings to which the Owners Corporation is a party and any circumstances of which the Owners Corporation is aware that are likely to give rise to proceedings? If so, then provide details:**

The manager is not aware of any legal proceedings as at 21/10/2026.

- n) Has the Owners Corporation appointed or resolved to appoint a manager? If so, then provide details:**

A manager is appointed.

OCV Management
03 9417 9600

Attention: Jess Privitelli Email: jess.privitelli@ocvmgroup.com.au

- o) Has an administrator been appointed for the Owners Corporation or has there been a proposal for the appointment of an administrator?**

No Administrator is appointed as at 21/10/2026.

- p) Other Information:**

Nil

- q) Documents required to be attached to the Owners Corporation certificate are:**

- a) Schedule 3 – Statement of Advice and Information for Prospective Purchasers and Lot Owners
- b) Copy of Model Rules for an Owners Corporation
- c) Last AGM Minutes
- d) Insurance Certificate of Currency

Further information on prescribed matters can be obtained by inspection of the Owners Corporation register.
An applicable fee to provide this service will apply.

IMPORTANT

1. Information contained in this certificate is correct to the best of our knowledge at the date of issue.
This information is subject to change without notice.
2. It may be prudent to obtain a written update on outstanding contributions prior to settlement of the property.
3. In some circumstances it may be prudent to apply for a new Owners Corporation Certificate. Charges will apply.
4. No other information given in relation to this certificate will be acknowledged as correct unless it is provided by the signatory.

*The Owners Corporation register can be inspected for additional information.
A fee applies pursuant to Section 150 of the Owners Corporation Act 2006.*

Date of Issue:

21/10/2026

Common Seal of Plan No 427646T



Prepared By:

A handwritten signature in cursive script, appearing to read "J. Privitelli".

Jess Privitelli

Ph: 03 9417 9600

jess.privitelli@ocvmgroup.com.au

*Signed in the capacity of Manager pursuant to an
instrument of delegation made by the Owners
Corporation*

You are advised that this Certificate has been sealed electronically. Your consent to the affixing of the seal electronically will be assumed unless otherwise notified to our office upon receipt. If you do not consent to the affixing of the seal electronically as required under Section 9 (1)(c) of the Electronic Transactions (Vic) Act 2000 please advise the Manager in writing and the actual seal shall be affixed.

Statement of advice and information for prospective purchasers and lot owners

Schedule 3, Regulation 17, Owners Corporations Regulations 2018

What is an owners corporation?

The lot you are considering buying is part of an owners corporation. Whenever a plan of subdivision creates common property, an owners corporation is responsible for managing the common property. A purchaser of a lot that is part of an owners corporation automatically becomes a member of the owners corporation when the transfer of that lot to the purchaser has been registered with Land Victoria.

If you buy into an owners corporation, you will be purchasing not only the individual property, but also ownership of, and the right to use, the common property as set out in the plan of subdivision. This common property may include driveways, stairs, paths, passages, lifts, lobbies, common garden areas and other facilities set up for use by owners and occupiers. In order to identify the boundary between the individual lot you are purchasing (for which the owner is solely responsible) and the common property (for which all members of the owners corporation are responsible), you should closely inspect the plan of subdivision.

How are decisions made by an owners corporation?

As an owner, you will be required to make financial contributions to the owners corporation, in particular for the repair, maintenance and management of the common property. Decisions as to the management of this common property will be the subject of collective decision making. Decisions as to these financial contributions, which may involve significant expenditure, will be decided by a vote.

Owners corporation rules

The owners corporation rules may deal with matters such as car parking, noise, pets, the appearance or use of lots, behaviour of owners, occupiers or guests and grievance procedures.

You should look at the owners corporation rules to consider any restrictions imposed by the rules.

Lot entitlement and lot liability

The plan of subdivision will also show your lot entitlement and lot liability. Lot liability represents the share of owners corporation expenses that each lot owner is required to pay.

Lot entitlement is an owner's share of ownership of the common property, which determines voting rights. You should make sure that the allocation of lot liability and entitlement for the lot you are considering buying seems fair and reasonable.

Further information

If you are interested in finding out more about living in an owners corporation, you can contact Consumer Affairs Victoria. If you require further information about the particular owners corporation you are buying into you can inspect that owners corporation's information register.

Management of an owners corporation

An owners corporation may be self-managed by the lot owners or professionally managed by an owners corporation manager. If an owners corporation chooses to appoint a professional manager, it must be a manager registered with the Business Licensing Authority (BLA).

If you are uncertain about any aspect of the owners corporation or the documents you have received from the owners corporation, you should seek expert advice.

Model Rules for an Owners Corporation..

1 Health Safety and Security

1.1 Health, safety and security of Lot owners, Occupiers of Lots and invitees

A lot owner or occupier must not use the lot, or permit it to be used, so as to cause a hazard to the health, safety and security of an owner, occupier, or user of another lot.

1.2 Storage of flammable liquids and other dangerous substances and materials

(1) Except with the approval in writing of the owners corporation, an owner or occupier of a lot must not use or store on the lot or on the common property any inflammable chemical, liquid or gas or other inflammable material.

(2) This rule does not apply to-

(a) chemicals, liquids, gases or other material used or intended to be used for domestic purposes; or

(b) any chemical, liquid, gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

1.3 Waste Disposal

An owner or occupier must ensure that the disposal of garbage or waste does not adversely affect the health, hygiene or comfort of the occupiers or users of other lots.

1.4 Smoke penetration

A lot owner or occupier in a multi-level development must ensure that smoke caused by the smoking of tobacco or any other substance by the owner or occupier, or any invitee of the owner or occupier, on the lot does not penetrate to the common property or any other lot.

1.5 Fire safety information

A lot owner must ensure that any occupier of the lot owner's lot is provided with a copy of fire safety advice and any emergency preparedness plan that exists in relation to the lot prior to the occupier commencing occupation of the lot.

2 Committees & Sub-Committees

2.1 Functions, powers and reporting of committees and sub-committees

A committee may appoint members to a sub committee without reference to the owners corporation.

3 Management & Administration

3.1 Metering of services and apportionment of costs of services

(1) The Owners Corporation must not seek payment or reimbursement for a cost or charge from a lot owner or occupier that is more than the amount that the supplier would have charged the lot owner or occupier for the same goods and services.

(2) If a supplier has issued an account to the owners corporation, the owners corporation cannot recover from the lot owner or occupier an amount that includes any amount that is able to be claimed as a concession or rebate by or on behalf of the lot owner or occupier from the relevant supplier.

(3) Sub rule (2) does not apply if the concession or rebate –

(a) must be claimed by the lot owner or occupier and the owners corporation has given the lot owner or occupier an opportunity to claim it and the lot owner or occupier has not done so by the payment date set by the relevant supplier; or

(b) is paid directly to the lot owner or occupier as a refund.

Model Rules for an Owners Corporation

4 Use of Common Property

4.1 Use of Common Property

- (1) An owner or occupier of a lot must not obstruct the lawful use or enjoyment of the common property by any other person entitled to use the common property
- (2) An owner or occupier of a lot must not, without the written approval of the owners corporation, use for his or her own purposes as a garden any portion of the common property
- (3) An approval under sub-rule (2) may state a period for which the approval is granted
- (4) If the owners corporation has resolved that an animal is a danger or is causing a nuisance to the common property, it must give reasonable notice of this resolution to the owner or occupier who is keeping the animal.
- (5) An owner or occupier of a lot who is keeping an animal that is the subject of a notice under subrule (4) must remove that animal.
- (6) Subrules (4) and (5) do not apply to an animal that assists a person with an impairment or disability.
- (7) The owners corporation may impose reasonable conditions on a lot owner's right or an occupier's right to access or use common property to protect the quiet enjoyment, safety and security of other lot owners, including but not limited to imposing operating hours on facilities such as gymnasiums and swimming pools."

4.2 Vehicles and parking on common property

An owner or occupier of a lot must not, unless in the case of an emergency, park or leave a motor vehicle or other vehicle or permit a motor vehicle or other vehicle –

- (a) to be parked or left in parking spaces situated on common property and allocated for other lots; or
- (b) on the common property so as to obstruct a driveway, entrance or exit to a lot; or
- (c) in any place other than parking area situated on common property specified for purpose by the owners corporation.

4.3 Damage to common property

- (1) An owner or occupier of a lot must not damage or alter the common property without the written approval of the owners corporation
- (2) An owner or occupier of a lot must not damage or alter a structure that forms part of the common property without the written approval of the owners corporation
- (3) An approval under sub rule (1) or (2) may state a period for which the approval is granted, and may specify the works and conditions for the approval is subject.
- (4) An owner or person authorised by an owner may install a locking or safety device to protect the lot against intruders, or a screen or barrier to prevent entry of animals or insects, if the device, screen or barrier is soundly built and is consistent with the colour, style and materials of the building.
- (5) The owner or person referred to in subrule (4) must keep any device, screen or barrier installed in good order and repair.

5 Lots

5.1 Change of use of lots

An owner or occupier of a lot must give written notification to the owners corporation if the owner or occupier changes the existing use of the lot in a way that will affect the insurance premiums for the owners corporation.

Example:

If the change of use results in a hazardous activity being carried out on lot or results in the lot being used for commercial or industrial purposes rather than residential purposes.

Model Rules for an Owners Corporation

5.2 External appearance of lots

(1) An owner or occupier of a lot must obtain the written approval of the owners corporation before making any changes to the external appearance of their lot.

(2) An owners corporation cannot unreasonably withhold approval, but may give approval subject to reasonable conditions to protect quiet enjoyment of other lot owners, structural integrity or the value of other lots and/or common property.

(3) The owners corporation cannot unreasonably prohibit the installation of sustainability items on the exterior of the lot, including by prohibiting the installation of a sustainability item only on aesthetic grounds.

(4) The owners corporation may require that the location of a sustainability item, or the works involved in installing a sustainability item, must not unreasonably disrupt the quiet enjoyment of other lot owners or occupiers or impede reasonable access to, or the use of, any other lot or the common property.

(5) The owners corporation may impose reasonable conditions on the installation of a sustainability item on the exterior of the lot related to the colour, mounting and location of the sustainability item provided that these conditions do not increase the cost of installing the sustainability item or reduce its impact as a sustainability item.

5.3 Requiring notice to the owners corporation of renovations to lots

An owner or occupier of a lot must notify the owners corporation when undertaking any renovations or other works that may affect the common property and/or other lot owners' or occupiers' enjoyment of the common property.

6 Behaviour of persons

6.1 Behaviour of owners, Occupiers and invitees on common property

An owner or occupier of a lot must take all reasonable steps to ensure that guests of the owner or occupier do not behave in a manner likely to unreasonably interfere with the peaceful enjoyment of any other person entitled to use the common property.

6.2 Noise & other nuisance control

(1) An owner or occupier of a lot, or a guest of an owner or occupier, must not unreasonably create any noise likely to interfere with the peaceful enjoyment of any other person entitled to use the common property.

(2) Subrule (1) does not apply to the making of a noise if the owners corporation has given written permission for the noise to be made.

7 Dispute resolution

(1) The grievance procedure set out in this rule applies to disputes involving a lot owner, an occupier or the owner's corporation.

(2) The party making the complaint must prepare a written statement setting out the complaint in the approved form.

(3) If there is a grievance committee of the owners corporation, it must be notified of the dispute by the complainant.

(4) If there is no grievance committee, the owners corporation must be notified of any dispute by the complainant, regardless of whether the owners corporation is an immediate party to the dispute

(5) The parties to the dispute must meet and discuss the matter in dispute, along with either the grievance committee or the owners corporation, within 28 calendar days after the dispute comes to the attention of all the parties.

(a) A meeting under subrule (5) may be held in person or by teleconferencing, including by videoconference.

Model Rules for an Owners Corporation

(6) A party to the dispute may appoint a person to act or appear on his or her behalf at the meeting.

(a) Subject to subrule (6B), the grievance committee may elect to obtain expert evidence to assist with the resolution of the dispute.

(b) The grievance committee may obtain expert evidence to assist with the resolution of a dispute if the owners corporation or the parties to the dispute agree in writing to pay for the cost of obtaining that expert evidence.

(7) If the dispute is not resolved, the grievance committee or owners corporation must notify each party of his or her right to take further action under Part 10 of the Owners Corporations Act 2006

(8) This process is separate from and does not limit any further action under any further action under Part 10 of The Owners Corporation Act 2006.



MINUTES OF THE ANNUAL GENERAL MEETING – INTERIM RESOLUTIONS

NOTE: An interim resolution cannot be acted on for 29 days after it is made but if notice of a special general meeting is given within that 29 day period, the interim resolution cannot be acted on until the resolution is confirmed at that meeting (which must be held within 28 days after the notice is given) or if the meeting is not held, until the end of that 28 day period.

OWNERS CORPORATION PLAN OF SUBDIVISION: 427646T PROPERTY ADDRESS: 111 Austin Road, SEAFORD VIC 3198

Occupiable Lots: 5 Non-Occupiable Lots (Car Parks/Storage): 0
In accordance with the Amendments to the Owners Corporation Act,
427646T is a Tier 4 Owners Corporation.

Date, place and time of meeting:	An Annual General Meeting of Owners Corporation Plan of Subdivision: 427646T was held on Tuesday, 2 nd December 2025 via Zoom Video Conference. The meeting commenced at 12.00 pm.
Present:	Nil
Present by Proxy:	Nil
Apologies:	Nil
In attendance:	Jess Privitelli representing the OCVM Group, the Manager of the Owners Corporation.
Arrears	Arrears are only reported on for those lots represented at the meeting.
1. Quorum:	The Manager confirmed that as nil attendees out of a total of 5 owners were represented either in person or by proxy that a quorum was not reached. Accordingly all decisions made at this meeting become interim resolutions of the Owners Corporation which are subject to confirmation within 29 days of the meeting providing members whose lot entitlement totals at least 25% of all lot entitlements do not petition for the convening of a further meeting.
2. Meeting Chairperson:	Jess Privitelli was appointed to chair the meeting.
3. Minutes:	The minutes of the last Annual General Meeting of the Owners Corporation held on 20/11/2024, as attached to the notice of this meeting, were deemed to be a true record and account of the proceedings at that meeting.

4. **Manager's report:** Pursuant to Part 6, Section 126 of the Owners Corporations Act 2006, the manager tabled a report, which was attached to the Notice of Meeting, of their activities for the period. The contents of the manager's report were deemed to be accepted.
- Committee Report:** A Committee report was not presented.
5. **Building Insurances:** The Manager informed the meeting that they are authorised under their Insurance Authority to provide factual advice only and that the members were to satisfy themselves that the products being proposed by the Insurance Brokers and Underwriters suited their individual needs.

It was deemed that the current insurance, as noted in the Notice of Meeting is acknowledged and accepted.

RENEWAL INSTRUCTION

It was deemed that when the insurance renewal becomes due, the Manager will send the quotations to all owners for their review and instruction.

Should instruction not be provided by the renewal date, it was deemed to issue OCVM Group a standing authority to place insurance in accordance with the insurance broker's recommendation or in the event a broker is not appointed, with the incumbent insurer to ensure continuation of cover.

VALUATION

The manager noted the Owners Corporations and Other Acts Amendment Act 2021 came into effect on December 1, 2021. In accordance with s65, an Owners Corporation **must** obtain a valuation of all buildings that it is liable to insure every five (5) years or earlier as determined by the Owners Corporation.

It is important to understand that owners have an unlimited joint and several financial obligation in regard to any shortfall in terms of the actual replacement cost compared to the selected sum insured.

OCVM Group advised that due to current market conditions the cost of building materials and labour have escalated significantly. As a result, the last Valuation for Insurance purposes may not be reflective of the current market.

OCVM Group advised that a Full Valuation for insurance purposes should be obtained every three (3) years and a Desktop Valuation obtained in the following two (2) years to accurately assess an appropriate building sum insured amount.

The last valuation under s59 for the property for insurance purposes was conducted on 20/12/2023, for a Total Replacement Value of \$2,190,000.00. This was a Full Valuation for insurance purposes.

OCVM Group advises that it is essential that owners read and fully understand the contents of the valuation report and seek clarification if any aspect of the report is their view unclear. The Owners Corporation should consider any disclaimers and shortcomings contained in the report in arriving at the ultimate sum insured for insurance purposes in accordance with their legal obligations as outlined below.

OCVM Group advised that Division 6, Part 3 of the Owners Corporations Act 2006 requires the Owners Corporation to maintain Reinstatement Insurance sufficient to cover

all costs involved in rebuilding the property to the same size and standard as when new – including architects/engineers fees, demolition, removal of debris, town planning charges, connection of utilities and reinstatement of common services such as drainage.

It was deemed by Ordinary Resolution to proceed with obtaining a Full Valuation for Insurance Purposes and endorse the policy with the valued amount upon receipt.

In addition, the Owners Corporation deemed by Ordinary Resolution that in the event of funding shortfall, the manager is empowered to strike a special levy as required.

DISCLOSURE

The manager noted that owners have a legal obligation to disclose to the insurer any known defects, hazards or matters that may affect the application of the underwriter in assessing the risk associated with this policy.

INSURANCE EXCESS

The manager noted that any insurance claims excess is to be paid by the lot that is deemed to be the cause of the damage. (For clarity, where an event that causes damage emanates from Common Property, the excess will be paid for by the Owners Corporation. All other excesses to be met by the owner of the lot which is deemed to have caused the resultant damage with reference to s49.2 & s49.3 of the Owners Corporations Act 2006).

In taking out the insurance referred to above, whilst the definition of "Building" in the Act includes:

- Any improvements and fixtures forming part of the building; and
- Any shared services.

IT DOES NOT INCLUDE

- Carpet and temporary floor, wall and ceiling coverings; or
- Fixtures removable by a lessee at the end of a lease; or
- Anything prescribed as not forming part of the building.
- Public Liability within your lot.

"Shared services" includes any pipes or cables used to provide services including water, electricity, gas and telecommunications to the building that are shared with a person other than the owners corporation or any of its members.

IMPORTANT INFORMATION TO NOTE

- Any improvements or added fixtures forming part of your lot must be disclosed to the insurer to be covered in the event of loss during the relevant policy period.
- This insurance policy **does not** cover any of the contents in your lot.
- Owners are encouraged to seek independent legal and insurance advice to ensure the strata insurance policy covers your particular circumstance.

As disclosed in our Contract of Appointment, OCVM Group is paid a commission for placing insurance cover for your Owners Corporation. The commission is paid to us by the brokers and underwriters with whom we are associated. The commission remunerates us for managing insurance on your behalf and allows us to deal directly with your insurer on your behalf.

6. Maintenance Plan:

MAINTENANCE PLAN

In accordance with s36 of the Owners Corporations Act 2006, it was deemed by Ordinary Resolution not to prepare a Maintenance Plan.

7. Financial Statements:

It was deemed by Ordinary Resolution that the Financial Statements for the Building Financial Year ended 30/09/2025 as distributed with the Notice of Meeting be adopted. The members acknowledged that the net assets of the Owners Corporation as at the end of the property's financial year was \$8,413.00.

The balance at the bank account as at the date of the meeting was \$10,255.27 consisting of \$10,255.27 in the Administration Fund.

FINANCIAL AUDIT

The members resolved by Ordinary Resolution not to undertake an independent audit of the financials in accordance with s35. Owners Corporations Act 2006.

8. Budget & Fees:

It was deemed by Ordinary Resolution to accept the projection of estimated receipts and payments (Annual Budget of \$10,500.00 inc GST) as attached to the Notice of Meeting.

This was made up of \$10,500.00 in the Administration Fund.

Fees/Levies:

It was deemed by Ordinary Resolution:

- a. that contributions be set in accordance with Part 3, Section 23 of the Owners Corporations Act 2006 as per the Annual Budget adopted and will continue at the same rate until changed by resolution by the members of the Owners Corporation.
- b. that the contributions be paid in advance in quarterly instalments; the first such instalment being due on 01/10/2025 and subsequent instalments falling due on 01/01/2026, 01/04/2026 and 01/07/2026.
- c. that a Budget Contribution adjustment would be raised for 2 instalments to ensure that the Revenue contemplated in the adopted budget was collected in the financial year.

NOTE: This is the difference between the previous year's contributions which have already been paid or levied and the new contributions just approved at this meeting.

An Owners Corporation is required to be registered for GST when they have ongoing levies (Eg. annual budget including special levies), that exceed \$150,000.00.

When an Owners Corporation is registered for GST, they are required to lodge quarterly Business Activity Statements (BAS) with the Australian Taxation Office (ATO).

9. Confirmation or Appointment of manager:

In accordance with Part 6, Section 119 of the Owners Corporations Act 2006 it was noted by the Manager that the Owners Corporation were in year 3 of a 3-year agreement with OCVM Group expiring 22/11/2026.

It was deemed by Ordinary Resolution, pursuant to section 11 of the *Owners Corporation Act 2006*, to delegate to the Manager of the Owners Corporation all powers and functions that may be exercised by the Owners Corporation, except for:

1. a power or function that requires a unanimous resolution, a special resolution or a resolution at a general meeting;
2. the power of delegation under section 11(2) of the *Owners Corporation Act 2006*.

Management fee:

The management fee for the building financial year was set at \$2,085.05 per annum including GST, payable monthly in advance and was calculated from the provisions contained in the Management Agreement.

**10. Committee
and/or
Chairperson**

It was deemed by Ordinary Resolution not to appoint a Committee.
 (part 5 Section 100(2) makes it compulsory to elect a Committee only if the Owners Corporation consists of 10 or more members).

Chairperson

The Owners Corporation deemed by Ordinary Resolution, pursuant to section 11 of the Owners Corporations Act 2006, to delegate to the Manager of the Owners Corporation all powers and functions that may be exercised by the Owners Corporation, except for:

1. a power or function that requires a Unanimous Resolution, a Special Resolution or a Resolution at a general meeting;
2. the power of delegation under section 11(2) of the Owners Corporations Act 2006.

Secretary

It was deemed by Ordinary Resolution to Delegate the Functions and Duties of the Owners Corporation Secretary to the Manager and to execute a Delegation of Authority in favour of the Manager upon request.

Public Officer

It was deemed by Ordinary Resolution to appoint an employee of OCVM Group to be registered with the Australian Tax Office as the Public Officer for the Owners Corporation.

**11. Penalty
Interest:**

It was deemed by Ordinary Resolution to charge interest on money owed to the Owners Corporation where the funds are in excess of \$50.00 owed by a member to the Owners Corporation and where payment has not been received within Twenty Eight (28) days after the due date for fees and charges set under Part 3, Section 29 (1) and (2) of the Owners Corporation Act 2006. Interest will be calculated from the due date and the rate of interest charged is fixed at the current rate published under the Penalty Interest Rates Act 1983. The members noted that all interest collected is credited to the Owners Corporation bank account.

It was deemed by Ordinary Resolution to delegate to the Manager the authority to allow the remission of interest where it considers it appropriate to do so without the need to report to the AGM in regard to such remission.

**12. Recovery of
Fees, Levies &
Costs:**

The manager noted that the Owners Corporation is empowered to initiate legal proceedings in VCAT to recover unpaid contributions which have been levied in accordance with the Owners Corporations Act 2006.

It was deemed by Ordinary Resolution to engage the Manager to implement the arrears process as outlined in the Notice of Meeting.

OCVM Group's Arrears Process:

- SMS (where we have been provided a mobile number) sent to all owners with arrears prior to 15th of each month.
- OCVM Group undertake an Arrears Run on the 15th of every month.
- If your arrears are >14 days overdue and more than \$50.00 – **you will receive a Reminder Notice which is charged at \$46.00**
- If the following month on the 15th your fees have not been paid, you are now 45 days overdue and **you will receive a Final Notice which is charged at \$110.00.**

Please note: All arrears collection charges will be charged to the Owners Corporation, then recovered from the individual lot owner as a debt due to the Owners Corporation.

- If fees remain unpaid following issuance of a Final Notice, OCVM Group will seek instruction from the Committee and/or Chairperson to authorise legal proceedings to recover the debt.
- If you have entered into a formalised Payment Plan – you will not be pursued for outstanding Arrears.
- The manager advises that any requests for payment plans by owners who may be in arrears cannot be accepted by the manager and will, in all cases, be referred to the Committee or Chairperson of the Owners Corporation for a decision. The manager will share the information with the Committee or Chairperson to achieve a satisfactory outcome for the Owners Corporation.

NOTE: The Manager advised that Arrears charges are paid to OCVM Group to cover the service costs for processing Arrears on behalf of the Owners Corporation. This duty falls outside the duties of a manager as defined by the Owners Corporation Act 2006.

It was deemed by Ordinary Resolution to delegate to the Manager the authority to implement a payment plan on request of a lot owner where it considers it appropriate. The payment plan must not exceed an amount greater than \$2,500.00 and must be no longer than 12 months in duration. Any payment plans which do not meet these criteria must be sent through to the Chairperson/Committee for formal approval.

The manager noted that any lot owner in a payment plan is considered non-financial for voting purposes and cannot nominate for or hold a position on Committee.

13. Essential service (fire safety):

The manager noted that there are no Essential Services (Fire Safety) measures in place at your property.

NOTE: All owners must ensure that smoke detectors are maintained within individual lots and that all stairwells / pathways are to be kept clear of obstructions and trip hazards at all times. (Stored items must be removed). If Fire Doors are installed they must be kept closed at all times.

14. Occupational Health & Safety

It was deemed by Ordinary Resolution to meet the Victorian OHS Act 2004.

It was deemed not to undertake a formal OH&S audit against the recommendation of the Manager. The members acknowledged that they are responsible and liable for reporting any OH&S hazards, breaches or incidents relating to the common property to the Manager immediately who will then consult with the appointed Chairperson/Committee for further action.

15. After Hours Trade Emergency Services

The manager noted that the after hours trade emergency contact is Tymaline Building Services contactable on 0418 362 023.

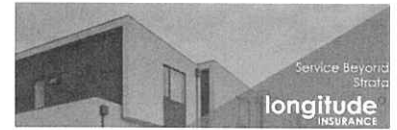
This service is for **Trade Related EMERGENCIES** only that fall outside of standard business hours. Where an emergency is identified as a lot owner's responsibility, costs for service will be applied to the lot owner for this service.

The minimum charges for triaging calls is \$80 + GST and a minimum of \$480 + GST in the event of attendance to a trade emergency.

16. General Business:

It was deemed there was no General Business to resolve/discuss.

- 17. Owners Portal:** The manager noted that owners can now have 24-hour access to building and lot information, reports, documents and more via an online Owners Portal. This service is offered to our valued clients at no additional cost. To gain access, simply notify your manager of your interest and a registration invitation will be issued to you.
- 18. Closure:** The Chairperson of the meeting thanked the members present and declared the meeting closed at 12:15pm



Issue date: 22 January 2026

Certificate of Insurance

This document certifies that the policy referred to below is currently intended to remain in force until 4.00pm on the expiry date shown in the Period of Insurance below and will remain in force until that date, unless the policy is cancelled, lapsed, varied or otherwise altered in accordance with the relevant policy conditions or the provisions of the "Insurance Contracts Act, 1984".

INSURED:	Owners Corporation 427646	
INTERESTED PARTY(S):	Name	Classification
DESCRIPTION OF INSURED BUSINESS:	Residential Strata	
SITUATION OF RISK:	111 AUSTIN ROAD, SEAFORD, VIC 3198	
SECTION 1:	<u>Property - Physical Loss, Destruction or Damage</u> Buildings - \$2,581,061.00 Common Contents - \$25,811.00	
SECTION 2:	<u>Voluntary Workers Personal Accident</u> Accidental Death & Disablement - Insured Weekly Benefits - Insured	
SECTION 4:	<u>Fidelity Guarantee</u> Limit - \$100,000.00 in the aggregate Period of Insurance	
SECTION 6:	<u>Public Liability</u> Limit of Indemnity - \$20,000,000.00 each and every Occurrence	
SECTION 7:	<u>Government Audit Costs, Workplace Health and Safety Breaches and Legal Expenses</u> (a) Taxation and Audit Costs Limit of Indemnity - \$30,000 in the aggregate Period of Insurance (b) Workplace Health and Safety Breaches Limit of Indemnity - \$150,000 in the aggregate Period of Insurance (c) Legal Defence Expenses Limit of Indemnity - \$50,000 in the aggregate Period of Insurance	
POLICY NUMBER:	LNG-STR-59974	
PERIOD OF INSURANCE:	19 January 2026 expiring on 19 January 2027 at 4pm Local Standard Time	
INSURER:	Chubb Insurance Australia Limited	

This certificate has been arranged by Us in our capacity as agents for the insurer/s named above. It does not reflect in detail the policy terms or conditions and merely provides a very brief summary of the insurance that is in existence at the date we have issued this certificate. If you wish to review the details of the policy terms, conditions, restrictions, exclusions or warranties, you must refer to the policy wording, schedule and any other associated policy document.

DISCLAIMER - In arranging this certificate, we do not guarantee that the insurance outlined will continue to remain in force for the period referred to as the policy may be cancelled or altered by either party to the contract at any time in accordance with the terms and conditions of the policy or in accordance with the terms of the Insurance Contracts Act 1984. We accept no responsibility or liability to advise any party who may be relying on this certificate of such alteration or cancellation to the policy of insurance.

This policy is issued by Longitude Insurance Pty Ltd (ABN 86 152 337 267) as an Authorised Representative (AR 424867) of Austagencies Pty Ltd (ABN 76 006 09 464) (Austagencies). Austagencies have binding authority from Chubb Insurance Australia Limited (ABN 23 001 642 020, AFSL 239687).

Due diligence checklist

What you need to know before buying a residential property

Before you buy a home, you should be aware of a range of issues that may affect that property and impose restrictions or obligations on you, if you buy it. This checklist aims to help you identify whether any of these issues will affect you. The questions are a starting point only and you may need to seek professional advice to answer some of them. You can find links to organisations and web pages that can help you learn more, by visiting the [Due diligence checklist page on the Consumer Affairs Victoria website](http://consumer.vic.gov.au/duediligencechecklist) (consumer.vic.gov.au/duediligencechecklist).

Urban living

Moving to the inner city?

High density areas are attractive for their entertainment and service areas, but these activities create increased traffic as well as noise and odours from businesses and people. Familiarising yourself with the character of the area will give you a balanced understanding of what to expect.

Is the property subject to an owners corporation?

If the property is part of a subdivision with common property such as driveways or grounds, it may be subject to an owners corporation. You may be required to pay fees and follow rules that restrict what you can do on your property, such as a ban on pet ownership.

Growth areas

Are you moving to a growth area?

You should investigate whether you will be required to pay a growth areas infrastructure contribution.

Flood and fire risk

Does this property experience flooding or bushfire?

Properties are sometimes subject to the risk of fire and flooding due to their location. You should properly investigate these risks and consider their implications for land management, buildings and insurance premiums.

Rural properties

Moving to the country?

If you are looking at property in a rural zone, consider:

- Is the surrounding land use compatible with your lifestyle expectations? Farming can create noise or odour that may be at odds with your expectations of a rural lifestyle.
- Are you considering removing native vegetation? There are regulations which affect your ability to remove native vegetation on private property.
- Do you understand your obligations to manage weeds and pest animals?

Can you build new dwellings?

Does the property adjoin crown land, have a water frontage, contain a disused government road, or are there any crown licences associated with the land?

Is there any earth resource activity such as mining in the area?

You may wish to find out more about exploration, mining and quarrying activity on or near the property and consider the issue of petroleum, geothermal and greenhouse gas sequestration permits, leases and licences, extractive industry authorisations and mineral licences.

Soil and groundwater contamination

Has previous land use affected the soil or groundwater?

You should consider whether past activities, including the use of adjacent land, may have caused contamination at the site and whether this may prevent you from doing certain things to or on the land in the future.

(04/10/2016)

Land boundaries

Do you know the exact boundary of the property?

You should compare the measurements shown on the title document with actual fences and buildings on the property, to make sure the boundaries match. If you have concerns about this, you can speak to your lawyer or conveyancer, or commission a site survey to establish property boundaries.

Planning controls

Can you change how the property is used, or the buildings on it?

All land is subject to a planning scheme, run by the local council. How the property is zoned and any overlays that may apply, will determine how the land can be used. This may restrict such things as whether you can build on vacant land or how you can alter or develop the land and its buildings over time.

The local council can give you advice about the planning scheme, as well as details of any other restrictions that may apply, such as design guidelines or bushfire safety design. There may also be restrictions – known as encumbrances – on the property's title, which prevent you from developing the property. You can find out about encumbrances by looking at the section 32 statement.

Are there any proposed or granted planning permits?

The local council can advise you if there are any proposed or issued planning permits for any properties close by. Significant developments in your area may change the local 'character' (predominant style of the area) and may increase noise or traffic near the property.

Safety

Is the building safe to live in?

Building laws are in place to ensure building safety. Professional building inspections can help you assess the property for electrical safety, possible illegal building work, adequate pool or spa fencing and the presence of asbestos, termites, or other potential hazards.

Building permits

Have any buildings or retaining walls on the property been altered, or do you plan to alter them?

There are laws and regulations about how buildings and retaining walls are constructed, which you may wish to investigate to ensure any completed or proposed building work is approved. The local council may be able to give you information about any building permits issued for recent building works done to the property, and what you must do to plan new work. You can also commission a private building surveyor's assessment.

Are any recent building or renovation works covered by insurance?

Ask the vendor if there is any owner-builder insurance or builder's warranty to cover defects in the work done to the property.

Utilities and essential services

Does the property have working connections for water, sewerage, electricity, gas, telephone and internet?

Unconnected services may not be available, or may incur a fee to connect. You may also need to choose from a range of suppliers for these services. This may be particularly important in rural areas where some services are not available.

Buyers' rights

Do you know your rights when buying a property?

The contract of sale and section 32 statement contain important information about the property, so you should request to see these and read them thoroughly. Many people engage a lawyer or conveyancer to help them understand the contracts and ensure the sale goes through correctly. If you intend to hire a professional, you should consider speaking to them before you commit to the sale. There are also important rules about the way private sales and auctions are conducted. These may include a cooling-off period and specific rights associated with 'off the plan' sales. The important thing to remember is that, as the buyer, you have rights.

Date of Agreement:	20/11/2025		
Premises let by the rental provider:	1/111 Austin Road, SEAFORD, Victoria, 3198		
Rental provider details:	Sophie Watt		
Rental provider's agent's details:	Desago Real Estate trading as Aquire Real Estate 1/95 Hartnett Drive, SEAFORD, Victoria, 3198 ABN: 45134737867		
Renter 1:	Frances Mongan		
Rent (payable in advance):	\$2,216.00 per calendar month 05/02/2026 - 04/02/2027		
Commencing on:	05/02/2026		
Rental Payments to Agent:	Westpac Bank Branch Frankston Account Name: Aquire Real Estate BSB: 033272 Account Number: 339180 Reference: 103278		
Bond:	\$2,216.00		
Bond Number:	15730300		
Where there is more than one tenant, the amounts they each contribute are listed as follows	Name	Amount	
	Frances Mongan	\$0.00	
URGENT REPAIRS	PHONE - Aquire Real Estate 03 9781 0088		
Term:	Periodic		
Commencement Date:	05/02/2026		
Termination Date:			
The Tenants hereby also acknowledge having received a copy of a Statement of Rights and Duties, two copies of the property condition report and a copy of this Tenancy Agreement in accordance with the provisions of the Residential Tenancies Act 1997.			
Party	Name	Signature	Date
Renter	Frances Mongan	PERIODIC LEASE	
Rental provider	Sophie Watt	PERIODIC LEASE	

20/11/2025



TENANCY AGREEMENT

PROPERTY ADDRESS: 1/111 Austin Road, SEAFORD, Victoria, 3198

LANDLORD(S): Sophie Watt

TENANT(S): Frances Mongan

Periodic Lease

Residential rental agreement

no more than 5 years

Residential Tenancies Act 1997 Section 26(1)

Residential Tenancies Regulations 2021 Regulation 10(1)

Consumer Affairs Renter's Rights Guide

Part A – Basic Terms

1. Date of Agreement - Set Out in Schedule Line 1
2. Premises let by the rental provider - Set out in Schedule Line 5
3. Rental Provider Details - Set out in Schedule Line 2 and Line 3
4. Renter Details - Set out in Schedule Signature Section
5. Length of Agreement - Set out in Schedule TERM
6. Rent - Set out in Schedule RENT
7. Bond - Set out in Schedule BOND

BOND

The renter has been asked to pay the bond specified in the schedule

The maximum bond is 1 months' rent (unless the rent is more than \$900 per week). In some cases, the rental provider may ask the Victorian Civil and Administrative Tribunal (VCAT) to increase this limit.

The rental provider or their agent must lodge the bond with the Residential Tenancies Bond Authority (RTBA) within 10 business days after receiving payment. The RTBA will send the renter a receipt for the bond.

If the renter does not receive a receipt within 15 business days of paying the bond, they can email the RTBA at rtba@justice.vic.gov.au, or call the RTBA at 1300 13 71 64.

Part B – Standard terms

8. Rental provider's preferred method of rent payment

- The rental provider must permit a fee-free method (other than the renters own bank fees) payment and must allow the renter to use Centrepay or another form of electronic funds transfer.
- The renter is entitled to receive a receipt from the rental provider confirming payment of rent.

Rental Provider offers the following methods of rent payment - Default Payment Method defined in Lease Schedule

1. Direct Debit
2. Bank Deposit
3. Cash
4. Cheque or Money Order
5. Other Electronic Form of Payment, including Centrepay

9. Service of notices and other documents by electronic methods

- Electronic service of documents must be in accordance with the requirements of the *Electronic Transactions (Victoria) Act 2000*.
- Just because someone responds to an email or other electronic communications, does not mean they have consented to the service of notices and other documents by electronic methods.
- The renter and rental provider must notify the other party in writing if they no longer wish to receive notices or other documents by electronic methods.
- The renter and the rental provider must immediately notify the other party in writing if their contact details change.

9.1 Does the rental provider agree to the service of notices and other documents by electronic methods, such as email

YES - Please email to your Property Manager

9.2 Does the renter agree to the service of notices and other documents by electronic methods, such as email

YES - Please use email address on my application form

10. Urgent Repairs

- The rental provider must ensure that the rental property is provided and maintained in good repair.
- If there is a need for an urgent repair, the renter should notify the rental provider in writing.
- For further information on seeking repairs, see **Part D - Rights and Obligations** attached within this lease

Emergency Contact Name: Aquire Real Estate

Emergency Contact Phone: 03.9781.0088

**** Please note, if you request urgent repairs and trades attend to find the repair is not urgent, you may be liable for their call out costs)*

11. Professional Cleaning

The rental provider must not require the renter to arrange professional cleaning or cleaning to a professional standard at the end of the tenancy, unless;

- Professional cleaning or cleaning to a professional standard was carried out to the rented premises immediately before the start of the tenancy and the renter was advised that professional cleaning or cleaning to a professional standard had been carried out to those premises immediately before the start of the tenancy; or
- Professional cleaning or cleaning to a professional standard is required to restore the rented premises to the same condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

12 Owners corporation (formerly body corporate)

Owner's corporation rules, if they apply, are attached in the special conditions section of this rental agreement.

13 Condition report

The renter must be given two copies of the condition report (or one emailed copy) on or before the date the renter moves into the rented premises.

(The Condition report will be provided to the renter on or before the date the agreement starts)

Part C – Safety-related activities

14 Electrical safety activities

- The rental provider must ensure an electrical safety check is conducted every two years by a licensed or registered electrician of all electrical installations, appliances and fittings provided by a rental provider in the rented premises, and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- If an electrical safety check of the rented premises has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange an electrical safety check as soon as practicable.

15 Gas safety activities

This safety-related activity only applies if the rented premises contains any appliances, fixtures or fittings which use or supply gas

(a) The rental provider must ensure a gas safety check is conducted every two years by a licensed or registered gasfitter of all gas installations and fittings in the rented premises and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.

(b) If a gas safety check has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange a gas safety check as soon as practicable.

16. Smoke Alarm safety activities

(a) The rental provider must ensure that:

- (i) any smoke alarm is correctly installed and in working condition; and
- (ii) any smoke alarm tested according to the manufacturer instructions at least once every 12 months; and
- (iii) the batteries in each smoke alarm are replaced as required

(b) The rental provider must immediately arrange for a smoke alarm to be repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order

NOTE: Repair or replacement of a hard-wired smoke alarm must be undertaken by a suitably qualified person.

(c) The rental provider, on or before the commencement of the agreement, must provide the renter with the following information in writing

- (i) Information on how each smoke alarm in the rented premises operates; and
- (ii) Information on how to test each smoke alarm in the rented premises; and

(iii) Information on the renter's obligations to not tamper with any smoke alarms and to report if a smoke alarm in the rented premises is not in working order

(d) The renter must give written notice to the rental provider as soon as practicable after becoming aware that a smoke alarm in the rented premises is not in working order.

NOTE: Regulations made under the **Building Act 1993** require smoke alarms to be installed in all residential buildings

17 Swimming pool barrier safety activities

These safety-related activities only apply if the rented premises contains a swimming pool.

- (a) The rental provider must ensure that the pool barrier is maintained in good repair.
- (b) The renter must give written notice to the rental provider as soon as practicable after becoming aware that the swimming pool barrier is not in working order.
- (c) The rental provider must arrange for a swimming pool barrier to be immediately repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.
- (d) The rental provider must provide the renter with a copy of the most recent certificate of swimming pool barrier compliance issued under the **Building Act 1993** on the request of the renter.

18 Relocatable swimming pool safety activities

These safety-related activities only apply if a relocatable swimming pool is erected, or is intended to be erected, at the rented premises.

- (a) The renter must not put up a relocatable swimming pool without giving written notice to the rental provider before erecting the pool.
- (b) The renter must obtain any necessary approvals before erecting a relocatable swimming pool.

Note: Regulations made under **Building Act 1993** apply to any person erecting a relocatable swimming pool.

This safety-related activity only applies to swimming pools or spas that can hold water deeper than 300 mm.

19 Bushfire prone area activities

This safety-related activity only applies if the rented premises is in a bushfire prone area and is required to have a water tank for bushfire safety.

- (a) If the rented premises is in a designated bushfire-prone area under section 192A of the **Building Act 1993** and a water tank is required for firefighting purposes, the rental provider must ensure the water tank and any connected infrastructure is maintained in good repair as required.
- (b) The water tank must be full and clean at the commencement of the agreement.

Part D – Rights and obligations

This is a summary of selected rights and obligations of renters and rental providers under the **Residential Tenancies Act 1997** (the Act). Any reference to VCAT refers to the Victorian Civil and Administrative Tribunal.

For more information, visit www.consumer.vic.gov.au/renting.

20. Use of the premises

The renter:

- is entitled to quiet enjoyment of the premises. The rental provider may only enter the premises in accordance with the Act.
- must not use the premises for illegal purposes.
- must not cause a nuisance or interfere with the reasonable peace, comfort or privacy of neighbours.
- must avoid damaging the premises and common areas. Common areas include hallways, driveways, gardens and stairwells. Where damage occurs, the renter must notify the rental provider in writing.
- must keep the premises reasonably clean.

21. Condition of the premises

The rental provider:

- must ensure that the premises comply with the rental minimum standards, and is vacant and reasonably clean when the renter moves in.
- must maintain the premises in good repair and in a fit condition for occupation.
- agrees to do all the safety-related maintenance and repair activities set out in Part C of the agreement.

The renter:

- must follow all safety-related activities set out in Part C of the agreement and not remove, deactivate or interfere with safety devices on the premises.

22. Modifications

The renter:

- may make some modifications without seeking consent. These modifications are listed on the Consumer Affairs website.
- must seek the rental provider's consent before installing any other fixtures or additions.
- may apply to VCAT if they believe that the rental provider has unreasonably refused consent for a modification mentioned in the Act.
- at the end of the agreement, must restore the premises to the condition it was in before they moved in (excluding fair wear and tear). This includes removing all modifications, unless the parties agree they do not need to be removed.

The rental provider:

- must not unreasonably refuse consent for certain modifications.

A list of the modifications that the rental provider cannot unreasonably refuse consent for is available on the Consumer Affairs Victoria website at www.consumer.vic.gov.au/renting.

23. Locks

- The rental provider must ensure the premises:
 - has locks to secure all windows capable of having a lock, and
 - has deadlocks (a deadlock is a deadlock with at least one cylinder) for external doors that are able to be secured with a functioning deadlock, and
 - meets the rental minimum standards for locks and window locks.
- External doors which are not able to be secured with a functioning deadlock must at least be fitted with a locking device that:
 - is operated by a key from the outside; and
 - may be unlocked from the inside with or without a key.
- The renter must obtain consent from the rental provider to change a lock in the master key system.
- The rental provider must not unreasonably refuse consent for a renter seeking to change a lock in the master key system.
- The rental provider must not give a key to a person excluded from the premises under a:
 - - family violence intervention order; or
 - - family violence safety notice; or
 - - recognised non-local DVO; or
 - - personal safety intervention order.

24. Repairs

- Only a suitably qualified person must do repairs – both urgent and non-urgent.

25. Urgent repairs

Section 3(1) of the Act defines *urgent repairs*. Refer to the Consumer Affairs Victoria website for the full list of urgent repairs and for more information, visit www.consumer.vic.gov.au/urgentrepairs.

Urgent repairs include failure or breakdown of any essential service or appliance provided for hot water, cooking, heating or laundering supplied by the rental provider.

The rental provider must carry out urgent repairs after being notified.

A renter may arrange for urgent repairs to be done if they have taken reasonable steps to arrange for the rental provider to immediately do the repairs and the rental provider has not carried out the repairs.

If the renter has arranged for urgent repairs, the renter may be reimbursed directly by the rental provider for the reasonable cost of repairs up to \$2,500.

The renter may apply to VCAT for an order requiring the rental provider to carry out urgent repairs if:

- the renter cannot meet the cost of the repairs; or
- the cost of repairs is more than \$2,500; or
- the rental provider refuses to pay the cost of repairs if it is carried out by the renter.

26. Non-urgent repairs

- The renter must notify the rental provider, in writing, as soon as practicable of:
 - damage to the premises.
 - breakdown of facilities, fixtures, furniture or equipment supplied by the rental provider.
- The rental provider must carry out non-urgent repairs in reasonable time.
- The renter can apply to VCAT for an order requiring the rental provider to do the repairs if the rental provider has not carried out the repairs within **14 days** of receiving notice of the need for repair.

27. Assignment or sub-letting

The renter:

- must not assign (transfer to another person) or sub-let the whole or any part of the premises without the written consent of the rental provider.

The rental provider may give the renter notice to vacate if the renter assigns or sublets the premises without consent.

The rental provider:

- cannot unreasonably withhold consent to assign or sub-let the premises.
- must not demand or receive a fee or payment for consent, other than reasonable expenses incurred by the assignment.

28. Rent

- The rental provider must give the renter at least 60 days' written notice of a proposed rent increase.
- Rent cannot be increased more than once every 12 months.
- If the rental provider or agent does not provide a receipt for rent, the renter may request a receipt.
- The rental provider must not increase the rent under a fixed term agreement unless the agreement provides for an increase by specifying the amount of increase or the method of calculating the rent increase.

29. Access and entry

- The rental provider may enter the premises:
 - at any time, if the renter has agreed within the last 7 days.
 - to do an inspection but not more than once every 6 months.
 - to comply with the rental provider's duties under the Act.
 - to show the premises or conduct an open inspection to sell, rent or value the premises.
 - to take images or video for advertising a property that is for sale or rent.
 - if they believe the renter has failed to follow their duties under the Act.
 - to do a pre-termination inspection where the renter has applied to have the agreement terminated because of family violence or personal violence.
- The renter must allow entry to the premises where the rental provider has followed proper procedure.
- The renter is entitled to a set amount of compensation for each sales inspection.

30. Pets

- The renter must seek consent from the rental provider before keeping a pet on the premises.
- The rental provider must not unreasonably refuse a request to keep a pet.

31. Lease Break / Terminating your Lease Early, fees may apply

- You can terminate your lease by providing at least 28 days' notice in writing (more days is preferred) Fees may apply and are calculated as follows;

1) First Lease, ie. Inaugural Lease

- Rent must be paid up to and including the day before the next renters commence their lease
- Pro-Rata Re-letting Fee charged to owner (2 weeks rent + GST) based on a percentage of days left on the lease
- Advertising \$349

2) Subsequent Lease, i.e. any lease entered into post the first or inaugural lease

- Rent must be paid up to and including the day before the next renters commence their lease
- Pro-Rata Lease Renewal Fees charged to owner based on a percentage of days left on the lease.
- Advertising \$349

32. Additional Terms (If Any)

List any additional terms to this agreement. The terms listed must not exclude, restrict or modify any of the rights and duties included in the Act.

Additional terms must also comply with the Australian Consumer Law (Victoria). For example, they cannot be unfair terms, which will have no effect. Contact Consumer Affairs Victoria on 1300 558 181 for further information or visit consumer.vic.gov.au/products-and-services/business-practices/contracts/unfair-contract-terms.

31.1	Meanings in these additional terms
31.1.1	In these additional terms "I", "me", or "my" are used to describe the rental provider and "you" or "your" the renter. The descriptions apply even if there is more than one rental provider or renter.
31.1.2	*Important advice about "writing". In these additional terms the word "writing" means all ways of representing or reproducing words, figures, or symbols in a visible form, unless a form prescribed by the Residential Tenancies Act or Regulations or some other legislation must be used. These are examples of "writing": an SMS message, an email, a facsimile, and a letter.
31.1.3	Before you use an electronic means to send a message or document to me, check clause 9.1 to see if I have consented to the electronic service of documents. If I have, check if I have provided another email address to the one in clause 9.1 or if I have withdrawn my consent. If you can give me a notice or other document by electronic service, also check to see if you need to use email instead of an SMS message. If I have not given, or have withdrawn my consent to receive notices or other documents by electronic means, you will need to use the post or delivery by hand to serve me with notices or other documents.
31.2	Other use of the rented premises
31.2.1	You must use the premises primarily as your home. If you also want to use them for some ancillary purpose - for example, as an office for your business, as a rooming house, for short-term accommodation, or to provide services to clients visiting the premises, you must ask me in *writing for permission beforehand. Before I decide I may ask you to provide reasonable information about the proposed use, including any proposed alterations to the premises, and if I give my permission, I may ask you to comply with reasonable conditions. Before the rental agreement ends, you must also comply with section 62(2) of

	the Residential Tenancies Act. You cannot use an SMS message to ask me for my permission.
31.2.2	User of the rental premises primarily as a home does not include: *the storage of flammable liquids or gasses apart from in small quantities for normal domestic use, *the service or repair of a vehicle or boat of any description except for routine minor maintenance, *disposal on the premises, including the land, of any liquid fuels, oils, tyres, paints, or other polluting substances
31.3	Storage and removal of waste and rubbish
31.3.1	You must store rubbish and waste in appropriate containers with closed fitting lids
31.3.2	If a place or places are provided for rubbish and waste containers you will keep them there.
31.3.3	You will have rubbish and waste removed regularly in accordance with the municipality's rubbish and waste removal timetables.
31.3.4	The only waste containers the Rental Tenancies Regulations require me to provide are a rubbish bin and a recycling bin which are provided by local council, or with are vermin proof and compatible with local council collection.
31.4	My insurance on the Premises
31.4.1	If I provide you with a copy of my insurance policy for the rented premises you will not do anything that may invalidate it or result in my insurance or excess being increased, unless you are entitled to do so by the Residential Tenancies Act 1997 or some other legislation.
31.4.2	If it is found you are liable to compensate or reimburse me for damage to any part of the premises, and I recover part or all of the loss I have suffered by making a successful claim on my insurance, you will only liable to reimburse me for that part of your liability which is not covered by the amount I recover from my insurance.
31.4.3	My insurance policy does not cover your goods and personal belongings against theft, loss, or damage. If you wish to insure your goods and personal belongings against theft, loss, or damage, it is your responsibility to do so.
31.5	Locks (see clause 23) and alarms
31.5.1	Key of a lock means a device or information normally used to operate the lock.
31.5.2	Lock means a device for securing a door or window or other part of the premises.
31.5.3	Master key system means a set of locks in which each lock or subset of locks has a unique key, and one single key or master key can operate all the locks in the set.
31.5.4	You may change locks at the rented premises, but only if you install replacement locks that will not be capable of being operated by the keys already provided and will instead be operated by new keys. Any change of locks must not breach the minimum standards for locks contained in the Residential Tenancies Act and Regulations.
31.5.6	If you change the locks, you must purchase the same number of keys as were supplied to you at the commencement of the tenancy and supply them to me or my managing agent at the end of the tenancy. In addition, you must give to me or my managing agent duplicates of the new key/s as soon as practicable and preferable within on business day of changing the locks.
31.5.7	You may change the code of an alarm at the rented premises.
31.5.8	If you change the code or install an alarm system you must tell me or my managing agent in *writing of the code as soon as practicable and preferable within on business day of change or installation. You cannot use an SMS message to tell me of the new code.
31.6	Defects (see clauses 25 and 26)
31.6.1	When you become aware of a defect at the rented premises that may injure someone or cause damage

	you must, in addition to telling me or my managing agent as soon as possible, take reasonable action to avoid risk of injury to yourself or anybody else and to prevent further damage.
31.7	Light globes, fluorescent tubes, and LED lights
31.7.1	At the commencement of the rental agreement light globes, fluorescent tubes and LED lights will be in working order. If on taking possession of the rental premises you find this to not be the case, you must notify me or my managing agent as soon as possible so that the problem may be rectified at my expense.
31.7.2	During the rental agreement you must replace any light globes, fluorescent tubes, starters, and LED lights that cease to function, unless it has ceased to function due to actions taken by me, my managing agent, or my contractor. The requirement for you to replace LED lights does not extend to instances where the light fitting needs to be replaced, because as with other faulty light fittings, their replacement is my responsibility.
31.7.3	If for whatever reason you cannot personally fulfil your obligations, you may at your expense engage a suitable contractor to complete the tasks.
31.8	Sewers and septic systems
31.8.1	Things that may cause a blockage must not be placed into the sewerage or septic system, in addition to the toilet/s this includes drainage from the kitchen, laundry and bathroom/s. These are examples of things that may cause a blockage: cotton waste, disposable nappies, excessive amounts of toilet paper, paper towel, tampons, sanitary pads, continence pads, wipes, cooking fats and oils, and food waste. This is not a complete list and has been provided as a guide only.
31.8.2	When you become aware to a blockage or defect in the sewerage or septic system you must tell me or my managing agent as soon as possible, preferably within 24 hours, even if you, or anyone you have allowed to come on to the rented premises, including me or my managing agent or my contractor, caused it.
31.8.3	If you, or anyone you have allowed to come on to the rented premises negligently or intentionally causes a blockage or defect in the sewerage or septic system you must pay to me the reasonable expenses I incur in having it rectified. You do not have to do so if I, or my managing agent or my contractor caused the blockage or defect.
31.9	Gutters, downpipes, and stormwater drains
31.9.1	As part of your obligation under the Residential Tenancies Act to keep the rented premises reasonably clean you must, unless otherwise agreed in writing, help to keep the gutters, downpipes and stormwater drains free of debris and other matter to the extent that their proper functioning is not impeded. This means that you can not install any fixture or item that covers, damages, or stops the gutters or downpipes from functioning properly. If for whatever reason you cannot personally fulfil this obligation you may at your expense engage a suitable contractor to complete the tasks.
31.9.2	If the proper functioning of the gutters, downpipes or stormwater drains is impeded due to a fault or need for repair, you must notify me or my managing agent as soon as possible. If the need for repair or replacement is the result of you, other occupants of the rented premises or your visitors intentionally or negligently causing damage to the rented premises or common areas I will arrange for the necessary repair or replacement, however you will be required to reimburse me for the expense.
31.10	Gardens and land
31.10.1	If under this rental agreement you are provided with, in addition to the built structures, gardens or land as part of the premises, you must unless otherwise agreed in writing, maintain them in a reasonably clean condition and free from damage apart from fair wear and tear.
31.10.2	These are examples of things you may need to do to care for the garden and land: mow grass; water subject to water restrictions, as and when required; remove weeds; rake up and remove lawn cuttings and fallen flowers and leaves; maintain trees, shrubs flowers and other plants; and as far as reasonably possible keep the garden free of pests and vermin. In bushfire prone areas you must take reasonable action to minimise the fuel load on the land during the fire season. This is not a complete list of things you may need to do. I have provided the examples as a guide only. If for whatever reason you cannot personally fulfil this obligation you may at your expense engage a suitable contractor to complete the tasks.
31.10.3	You must make a request in *writing for my permission if you wish to remove any plants apart from weeds, or if you wish to change the layout of garden beds, grassed areas, paved areas and so on. The request must not be made by SMS message.
31.10.4	You must make a request in *writing for my permission if you wish to plant any trees, shrubs, or vines, apart from those that form part of a vegetable or herb garden. The request must not be made by SMS message.

31.11	Mould
31.11.1	You should take all reasonable steps to prevent the development of mould (fungi) in the rented premises. These steps include but are not limited to; ventilating the premises by use of exhaust fans and openable windows provided, particularly if you need to dry washing inside the premises; using an appropriate household cleaner to regularly clean surfaces on which condensation forms; and preventing window furnishings, furniture and clothes being in contact with surfaces on which condensation forms.
31.11.2	If you see signs of mould in the premises you must notify me or my managing agent as soon as possible and in writing
31.11.3	If the mould has developed due to a fault, such as a leak in the premises, or is related to the building structure I will arrange for it to be rectified and the mould treated. In the meantime, you should take all reasonable steps to avoid exposure to the mould.
31.12	You cannot use your bond to pay rent
31.12.1	You acknowledge the Residential Tenancies Act 1997 provides you may not refuse to pay rent for the premises on the ground you intend to regard the bond as rent paid and it allows VCAT to impose a penalty if satisfied a breach of the bond requirements has occurred.
31.13	'To Let', 'Auction', 'For Sale' etc signs at the rented premises
31.13.1	You will allow me, or my managing agent, to put up a sign on the rented premises during the final month of the rental agreement indicating the premises will be available for renting. The sign will be positioned so as not to interfere with your use of the rented premises.
31.13.2	You will allow me or my estate agent to put up a sign on the premises at any time indicating that it is available to be purchased. The sign will be positioned so as not to interfere with your use of the rented premises.
31.14	Assigning, subletting, or abandoning the rented premises (see clause 27)
31.14.1	If during the period of the rental agreement the people in occupation of the rented premises are to change you must notify or my managing agent as soon as possible after you become aware the change is to happen, or has happened, preferably within 24 hours and ask me or my managing agent in *writing for permission to assign your rental agreement or sub-let the rental premises. Neither I nor my managing agent will unreasonably withhold permission. You cannot use an SMS message to ask me or my managing agent for permission.
31.14.2	If the rental agreement is assigned to a new renter or combination of renters, even if some are continuing, I may require you to reimburse me for my reasonable expenses incurred due to the assignment. These expenses will be calculated according to the following formula: Two (2) weeks rent + GST
31.14.3	If you assign or sublet the rental premises without obtaining written permission beforehand and I terminate your rental agreement, or if you abandon the rental premises, I may ask you to reimburse me for expenses I incur in reletting. If I do this the expenses will be calculated according to the following formula: Two (2) weeks rent + GST + \$349 Advertising Costs including GST
31.14.4	My managing agent cannot require payment from you, however they can on my behalf require you to reimburse me for expenses I incur.
31.15	Leaving the premises at the end of the fixed term (see clause 5)
31.15.1	If you intend to leave the rental premises at the end of the fixed term on this agreement you need to tell me or my managing agent about your intention at least 28 days before the fixed term comes to an end, or 14 days before the fixed term comes to an end if you fall within one of the categories set out in section 91ZB of the Residential Tenancies Act 1997.
31.15.2	You must tell me or my managing agent about your intention to leave in *writing by giving notice in a form which is not an SMS message.
31.15.3	You must return all the keys and any key cards and remote controls to me or my managing agent when you leave the rented premises.
31.15.4	You must continue to pay rent to me or my managing agent until the end of the fixed term; or to and including the day on which you return all the keys, key cards and remote controls to me or my managing agent if it is after the end of the fixed term. If, with your agreement, the premises are relet from a date before the end of fixed term and you return the keys etc before that date you will only be required to pay rent to and including the day before the new rental agreement commences.

31.16	Leaving the premises after the fixed term ends
31.16.1	If you remain in occupation of the rental premises after the fixed term of this agreement ends and you do not enter into a new fixed term agreement with me, you must tell me or my managing agent of your intention to leave specifying a date not less than 28 days after the date you tell me or my managing agent, or 14 days if you fall within one of the categories set out in section 91ZB of the Residential Tenancies Act 1997.
31.16.2	You must tell me, or my managing agent, about your intention to leave in *writing in a form that is not an SMS message.
31.17	Receipt of condition report /statement of rights and duties
31.17.1	You acknowledge, before you took occupation of the rented premises, you received from me or my managing agent: <ul style="list-style-type: none"> • two copies of a condition report signed by me or my managing agent, and • a written guide "Renting a home: a guide for tenants" as authorised and published by the Victorian government setting out my rights and duties as a rental provider and your rights and duties as a renter. If you consented to receiving notices electronically this guide may be provided to you electronically.
31.18	Rental provider's signature
31.18.1	I may authorise my managing agent to sign this rental agreement on my behalf. In the event you and I (or my managing agent acting on my behalf) have agreed that you will rent the rented premises on the terms set out in this document or we have conducted ourselves in such a way as to imply that this was the case, the terms of this rental agreement will be binding even if, through an oversight, a party has neglected to sign it. The Residential Tenancies Act 1997 provides the following definition of a residential rental agreement in section 5: "residential rental agreement means an agreement, whether or not in writing and whether express or implied, under which a person lets premises as a residence (but does not include an SDA residency agreement) and includes a fixed term residential rental agreement and a periodic residential rental agreement;" SDA means Specialist Disability Accommodation.
31.19	Modifications
31.19.1	If you make any modification that does not require my consent you must notify me that you intend to make that modification along with a description of the modification at least 48 hours before making the modification.
31.19.2	If you intend to install non-permanent window film for insulation, reduced heat transfer or privacy or install security lights, alarm systems or security cameras, I may require you to engage a suitably qualified person to carry out the work.
31.19.3	If you intend to replace curtains you must inform me of where and the manner in which you intend to store the original curtains.
	***Additional Terms may be defined in the special conditions of this lease

SPECIAL CONDITIONS TO THIS LEASE: ANIMALS

1. The tenant shall abide by the conditions specified in Clause 19 of this lease.
2. "The Tenant agrees and acknowledges that he/she/they will only be allowed to keep any domestic pet at the premises during the currency of this Lease strictly subject to the following conditions:
 - a. The Tenant must first submit to the Landlord, a written description of the type of pet and obtain written permission from the landlord to keep the pet at the premises;
 - b. The Tenant must ensure that the pet is kept at the premises in accordance with all Statutory & Council legal requirements;
 - c. The Tenant will be solely responsible for the maintenance of the pet and ensuring that it does not cause any damage to either the premises (including any fixtures & fittings of the Landlord's contained therein) nor cause any damage or nuisance to any third party at the premises (or in its proximate vicinity). The Tenant shall be solely liable in respect of any claim, demand, cost, expense or damage arising out of a breach of this clause and the Tenant shall indemnify and keep indemnified the Landlord against the same at all times".

AGREED CONSENT: The TENANT can keep the following:

<u>Pet Type</u>	<u>Pet Breed</u>	<u>Pet Age</u>	<u>Registration</u>
1 x DOG	Jack Russell	4 Years	

Any other animal will require written consent of the LANDLORD. (Note: Written consent of the Body Corporate Committee will be necessary in an own-your-own unit).

The tenant also agrees:

- a. At the termination of the tenancy, the tenant agrees to have the carpets **DRY** cleaned and flea treated.
- b. At termination of the tenancy, the tenant agrees to repair any damages caused by the pet in the back garden, including, but not limited to filling holes, replacing grass, repairing fences.
- c. Any costs arising from changes required to the property as a result of keeping the animal are the responsibility of the tenant and the tenant agrees to return the property to its original condition as detailed in the condition report and agrees to bear the costs of doing so.

Landlord Disclosure Statement

There is a proposal to sell the rented premises AND I/we have engaged an agent to sell the rented premises OR have prepared a contract of sale. No

A mortgagee is taking action for possession of the rental premises and has commenced a proceeding to enforce a mortgage over the rented premises. No

I/we are the owner/s of the rented premises. Yes

The rented premises are supplied with electricity from an embedded electricity meter. Embedded meter means there is one gated meter to the property and all units/rooms MUST use one service provider. No

The rented premises or common property have been the location of a homicide in the last 5 years? Unsure
Comment: no

The rental premises comply with the minimum rental standards? (standards are specified in Schedule 4 of the Residential Tenancies Regulations 2021) Yes

I/we have received a repair notice in the last 3 years, relating to mould or damp in the premises caused by or related to the building structure No

Are there any outstanding recommendations for work to be completed from a gas safety check? **If yes, please detail outstanding recommendations in the comments box. No

Are there any outstanding recommendations for work to be completed from an electrical safety check? **If yes, please detail outstanding recommendations in the comments box. No

The rented premises is a registered place? ** Registered place means a place included in the Victorian Heritage Register under the Heritage Act 2017 No

The rented premises has been contaminated because of prior use of the rented premises for the trafficking or cultivation of a drug of dependence in the last 5 years?
Comment: no

The rented premises has friable or non-friable asbestos based on (identified by) an inspection by a suitably qualified person?
Comment: don't know

The rented premises is to be affected by a building or planning application that has been lodged with the relevant authority? **affected is not limited to the rented premises and covers neighbouring properties
Comment: no

The rented premises or common property is the subject of any notice, order, declaration, report, or recommendation issued by a relevant building surveyor, municipal building surveyor, public authority, or gov't dept relating to any building defects?
Comment: no

The rented premises or common property is the subject of any notice, order, declaration, report, or recommendation

issued by a relevant building surveyor, municipal building surveyor, public authority, or gov't dept relating to any safety concerns?

Comment: no

If the premises is subject to any building defects or safety concerns associated with the rented premises or common property at the time of disclosure, provide a description of the notice, order, declaration, report, or recommendation in the comment box.

Comment: no

There is a current domestic building work dispute under the Domestic Building Contracts Act 1995 which applies to or affects the rented premises? No

The rented premises is subject to an owner's corporation. *If Yes, provide a copy of your owner's corporation rules to your Property Manager Yes

There is a current dispute under Part 10 of the Owner's Corporation Act 2006** which applies to or affects the rented premises. **Part 10 of the Owners Corporations Act 2006 describes the handling of disputes. *Note: Not Applicable only if No Owners Corp

Comment: no

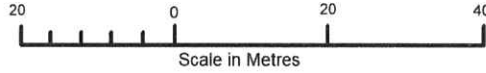
I/we have checked all questions to ensure that all have been answered and that the answers are correct. Yes

Compliance Statement

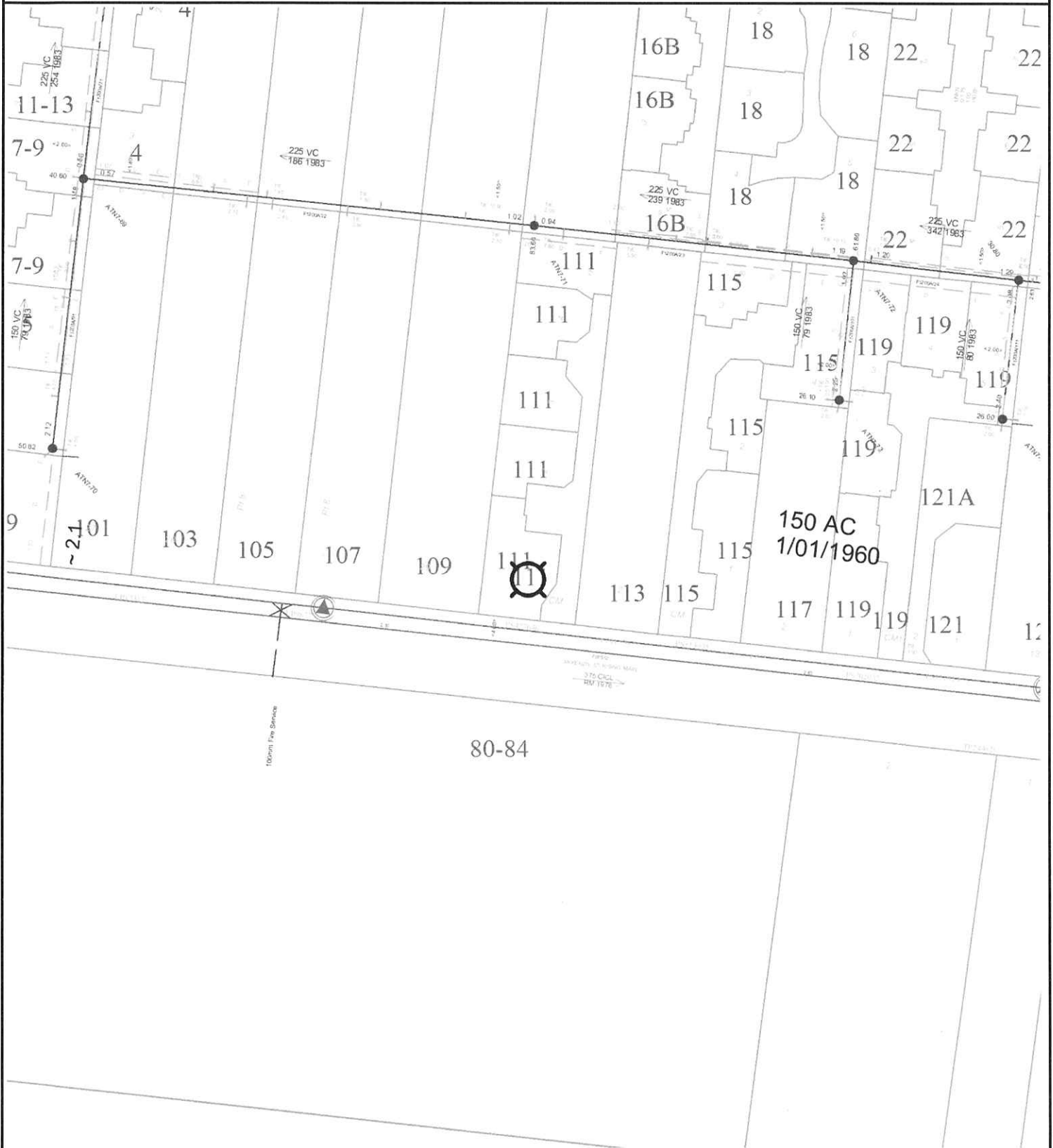
Category	Compliance Date	By
Electrical	03/01/2024	CheckHero
Gas		CheckHero
Smoke Alarms	23/01/2026	CheckHero



Case Number: 51861755



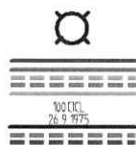
Date: 08APRIL2026



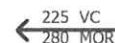
WARNING : This plan is issued solely for the purpose of assisting you in identifying South East Water's and Melbourne Water's specified assets through further investigation only. It is not to be used for any other purpose, including to identify any other assets, property boundaries or dimensions. Accordingly, the location of all assets should be proven by hand on site prior to the commencement of any work. (Refer to attached letter for further details). Assets labelled AC may contain asbestos and therefore works on these assets must be undertaken in accordance with OH&S Regulations. Abandoned and currently unused assets are shown in orange.

LEGEND

- Title/Road Boundary
- - - - - Proposed Title/Road
- - - - - Easement



- Subject Property
- Sewer Main & Property Connections
- Water Main & Services



Direction of Sewerage Flow



Maintenance Hole/Fireplug

~ 1.0 < 1.0 > Offset from Boundary

ASSET INFORMATION - RECYCLED WATER

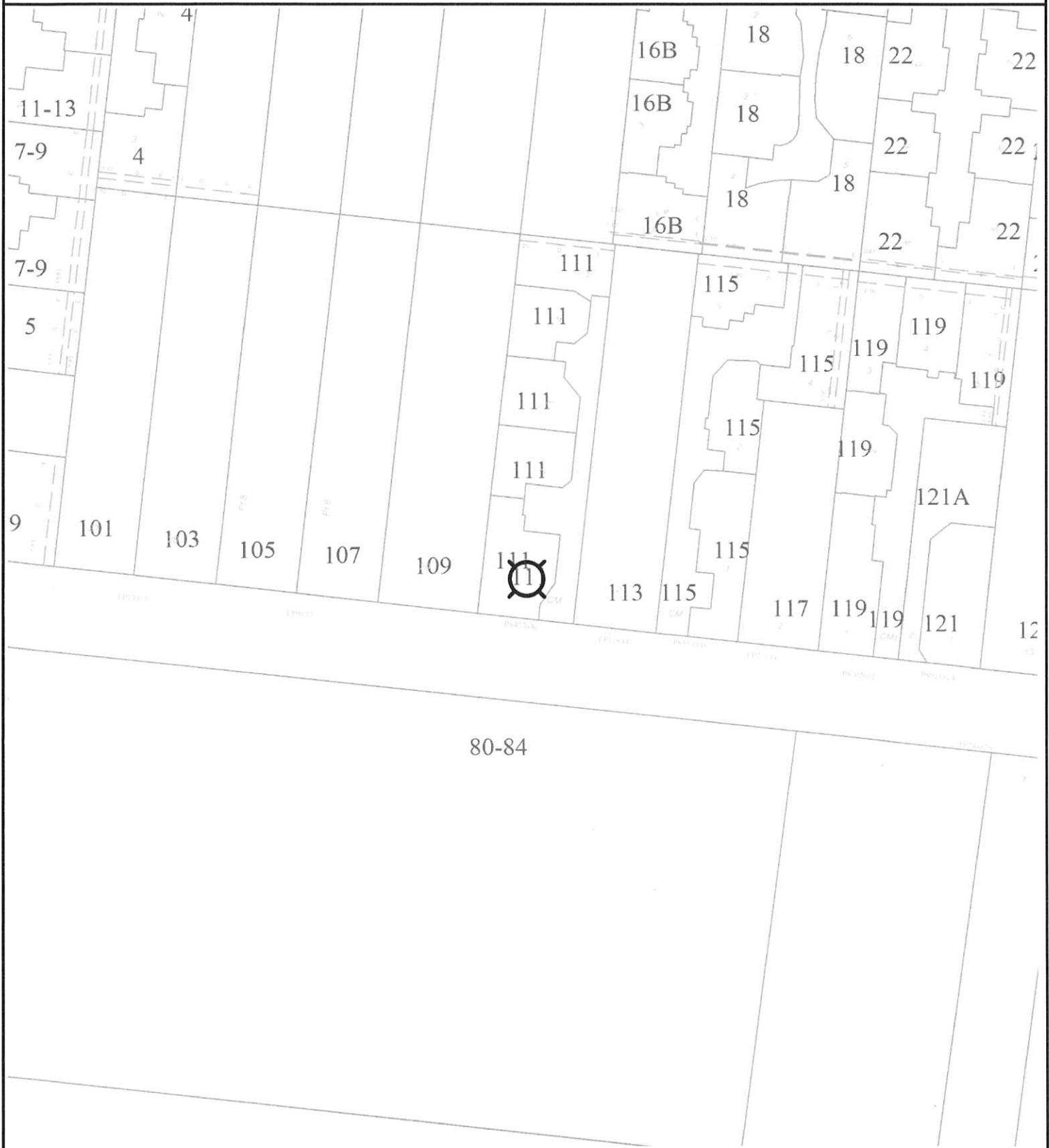
(RECYCLE WATER WILL APPEAR IF IT'S AVAILABLE)

Property: Lot 1 111 AUSTIN ROAD SEAFORD 3198

Case Number: 51861755



Date: 08APRIL2026



WARNING: This plan is issued solely for the purpose of assisting you in identifying South East Water's and Melbourne Water's specified assets through further investigation only. It is not to be used for any other purpose, including to identify any other assets, property boundaries or dimensions. Accordingly, the location of all assets should be proven by hand on site prior to the commencement of any work. (Refer to attached letter for further details). Assets labelled AC may contain asbestos and therefore works on these assets must be undertaken in accordance with OH&S Regulations. Abandoned and currently unused assets are shown in orange.

LEGEND

	Title/Road Boundary		Subject Property		Hydrant
	Proposed Title/Road		Recycled Water Main Valve		Fireplug/Washout
	Easement		Recycled Water Main & Services		Offset from Boundary

DATED

2026

SOPHIE ROBINA WATT

VENDOR STATEMENT

Property: Unit 1, 111 Austin Road, Seaford VIC 3198

Stawell & District Property Transfers
Licensed Conveyancer
131 Main Street
STAWELL VIC 3380
Tel: 03 5358 2477
Fax:
PO Box 448, Stawell VIC 3380
Ref: LJ:26213