



# Purchasers Strata Inspections Pty Ltd

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ABN 12 002 682 528

## PREMIUM TENANTS IN COMMON REPORT

<b>SYDNEY</b> 587 Bunnerong Road Matraville NSW 2036 Phone: 1300-363-774 Fax: 1300-365-774  <b>BRANCHES</b> <ul style="list-style-type: none"><li>• NEWCASTLE</li><li>• WOLLONGONG</li><li>• CAIRNS</li><li>• TOWNSVILLE</li><li>• SUNSHINE COAST</li><li>• MACKAY</li><li>• GOLD COAST</li><li>• TWEED HEADS</li></ul>	<b>CLIENT NAME:</b>	Sample Lawyers PO Box 2000 Sydney NSW 2000
	<b>REFERENCE:</b>	Andrews from Borman
	<b>BUILDING NAME:</b>	"Sample Home Units"
	<b>UNIT NO:</b>	Unit 1
	<b>ADDRESS:</b>	"Sample Park Apartments" 120-124 Sample Street Redfern 2016
	<b>REPORT DATE:</b>	15th April 2019.
	<b>INSPECTION DATE:</b>	12th April 2019.
	<b>INSTRUCTION NO:</b>	000000

This report contains 8 pages. If you do not receive every page, please call us and we will provide you with any missing pages. For qualifications and exclusions, see the last page of this report.

### SMART BUYER INFORMATION

What do you look for when you set out to buy an apartment?

See what the experts say [www.strata.com.au/smartbuyer.htm](http://www.strata.com.au/smartbuyer.htm)



# Purchasers Strata Inspections Pty Ltd

## PREMIUM TENANTS IN COMMON REPORT



### 1 OWNER REGISTER

[Dictionary](#)
[Help](#)

Name	Ms M C Borman
Address	120-124 Sample Street Redfern 2016

### 2 INSURANCE

[Dictionary](#)
[Help](#)

#### 2.1 Details of Building Insurance:

Sum Insured	\$6,386,432.00
Company	CGU Insurance Limited
Policy Number	06S1798498
Due Date	22nd November, 2019
Premium	\$9,161.88

#### 2.2 Details of Public Liability Insurance

Limits of liability	\$20,000,000.00
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#### 2.3 Details of Workers Compensation Insurance

Has insurance policy?	No
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#### 2.4 The above details were obtained from

Tax Invoice

#### 2.5 Details of the last valuation obtained

A valuation was carried out by A G Thomas Valuers on 1st September, 2017. Recommended cover was \$6,080,000.00.

#### 2.6 Based on the last valuation does it appear that this Property is under insured

No

### 3 BOOKS OF ACCOUNT

[Dictionary](#)
[Help](#)

3.1 Who keeps the books of account?	Sample Partners Pty Ltd
3.2 What was the approximate balance of the funds in the Scheme?	\$77,955.20 credit, as at 12/4/2019
3.3 What was the approximate balance of funds invested?	\$51,480.87 credit, as at 12/4/2019
3.4 How were these approximate balances ascertained?	A Balance Sheet



**4 MAINTENANCE CONTRIBUTIONS**

Dictionary

Help

**4.1 The records indicate that the current standard contributions are as follows**

The standard levy is	\$1,256.25 per quarter
Are there any arrears of levies in respect to the subject unit owner or any other moneys owing by the owner?	No

**4.2 Last Increase in levies:** 1st October, 2018

**4.3 Are there any current special levies?** No

Total Amount	N/A
Amount Payable by subject owner	N/A
Due Date	N/A
Purpose	N/A

**4.4 Is there any proposal for special levies in the near future?** Yes

Aproximate Amount	Not known at this time
Due Date	Not known at this time
Purpose	Roof replacement

**5 FINANCE AND LOANS**

Dictionary

Help

**5.1 Does it appear that loans or finance has been raised or sought by the Scheme?** No

Details of finance /loans raised or sought	N/A
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**6 NOTICES AND ORDERS**

Dictionary

Help

**6.1 Have any Notices or Orders been served on the Scheme?** Yes

**6.2 If so, brief particulars of same are** Fire Order issued by Local Council.

**6.3 Does it appear that these have been complied with?** Yes



## 7 SCHEME INFORMATION

Dictionary

Help

7.1	Do the scheme records include a Management Deed?	Yes
7.2	Has the Deed been signed by all co-owners?	Yes
7.3	Has the Deed been stamped with stamp duty?	Yes
7.4	Are there any assignment deeds or deeds of covenant?	No
	If so, who are the parties to the assignment deeds or deeds of covenant.	N/A

## 8 GENERAL INFORMATION

Dictionary

Help

8.1	Number of units in the building	10
8.2	Attitude to keeping of animals	No animals or birds shall be kept in or about the demised premises except with the written permission of the Co-owners and Secretary.
8.3	Approximate number of tenanted units:	Unable to ascertain
8.4	State of harmony in the building:	Some recent/past By-law infringements relating to smoking.
8.5	What is the Scheme's attitude to leasing or letting	Leasing is permitted. A.G.M. 23/9/98: Leased units: Following discussions it was noted that the owners of leased units currently pay an additional \$1.00 per week. Resolved that this be increased to \$3.00 per week, effective 1/10/98.
8.6	Do records indicate that the Scheme may be considering conversion to Strata Title?	Yes
	If so, brief particulars are:	E.G.M. 23/11/2015: Resolved to consider Strata Title conversion and estimated the legal costs would be between \$25,000 to \$35,000.00. A.G.M. 9/8/2016: Resolved to engage BCA Consultant to provide requirements to convert the building to strata title. A.G.M. 11/10/2018: Agreed to appoint C & C Project Management to gather information regarding conversion to Strata Title.
8.7	Minutes made available for Inspection	
	Date of first minutes presented	A.G.M. 27/7/2010
	Date of last minutes presented	A.G.M. 11/10/2018



<b>8.8 CLADDING - NSW Cladding Compliance:</b>	
Does it appear that the Owners Corporation is required to be registered?	Unable to ascertain
If so, has the Owners Corporation registered?	N/A
Details of registration (date and number)	N/A
If registered, what is the effect of this registration?	N/A
If not registered, what action has the Owners Corporation taken in relation to this issue?	N/A

## 9 PLUMBING PROBLEMS

Dictionary

Help

Year ended June 1996: Plumbing repairs \$2,255.00.

## 10 WATER PENETRATION PROBLEMS

Dictionary

Help

A.G.M. 20/9/94: Agreed to accept quote of \$91,234.00 from PGM to cover replacement of lintels for cement rendering at the property and the application of a protective coating to the new cement rendered brickwork plus general painting of previously painted surfaces be accepted.

Co-owners Meeting 8/5/95: The secretary advised that the Development Application for rendering and painting of the building had now been approved by Council, subject to certain conditions, the most significant being that the brickwork has to be painted in the beige - sandstone range.

Resolved that a special levy of \$90,000.00 be imposed to cover the cost of the proposed works, due in 2 installments on 1/6/95 and 15/7/95.

Year ended June 1996: Walls and ceilings \$79,350.00 (rendering). Roof and guttering \$15,767.00 (new roof membrane).

A.G.M. 26/8/96: Hanwell Construction Pty Ltd: This company as contractors for the balconies had not responded to a request from the secretary to investigate a number of faults stated to exist in the work carried out in 1994. The secretary had been in touch with the Department of Fair Trading who had advised that at the present time Hanwell Constructions did not hold a licence. (Correspondence dated 28/8/96 from the Managing Agent advised it appears the company was licensed in 1992, however, the company is no longer in business)

A.G.M. 10/9/97: The budget prepared was discussed and adopted an allows for a special levy of \$15,000.00 to meet the costs of balcony repairs for Units 7 and 8, payable by the owners of 1 to 8 inclusive and to be effective from 1/10/97.

Miss. Greenwood will be requested to act as co-ordinator for PGM while they are on site to rectify certain areas previously carried out and also to inspect the roof membrane which is loose and "flappy".

Year ended June 1998: Water penetration repairs \$19,760.00 (balconies Units 7 and 8).

A.G.M. 23/9/98: Minutes of the previous General Meeting be confirmed subject to noting the agreement of the co-owners to meet the cost of rectification work to Units 7 and 8 should also have included repairs to Units 5 and 6. Such repairs totalled \$2,040.85. Resolved that this money be imposed by special levy to be paid by owners of Units 1-8 and to be due 1/11, reimbursement then to be made to the owners concerned.

Year ended June 2017: Roof, guttering and down pipes \$12,613.00.



## 11 BUILDING DEFECTS & OTHER MATTERS

Dictionary

Help

**Particulars of matters discovered from the books and records generally which may adversely affect either the Scheme or the Subject Unit(s) from the point of view of the Purchaser or Mortgagee, or which otherwise may be of interest to the Purchaser or Mortgagee, are:**

A.G.M. 20/9/2012: Resolved to appoint lawyers to update the Co-owners Deed to reflect current registered owners. (See attached Minutes).

See attached Deed dated 2012.

A.G.M. 28/8/2013: Resolved that Co-owners Deed be executed to reflect current registered owners. (See attached Minutes).

E.G.M. 23/11/2015: Resolved to consider Strata Title conversion and estimated the legal costs would be between \$25,000.00 to \$35,000.00.

A.G.M. 9/8/2016: Resolved to make completion of the Fire Order a priority.

Resolved to engage BCA Consultant to provide requirements to convert the building to strata title. (See attached Minutes).

See attached quote dated 8/8/2017 of \$148,342.00 from Aston Building for Fire Order works. (NOTE: Quote includes an amount of \$9,009.00 for replacement of the back boundary fence).

A.G.M. 27/9/2017: Resolved to approve quote of \$148,342.00 from Aston Building for fire equipment upgrade required for the Fire Order. (See attached Minutes).

See attached Fire Safety Statement dated 19/8/2018.

See attached correspondence dated 8/10/2018 from Council advising Council is satisfied that fire upgrade works have been satisfactorily completed.

A.G.M. 11/10/2018: See attached Minutes regarding accepted budgets, Management Agreement, completion of Fire Order and ongoing maintenance & repair.

Agreed to appoint C & C Project Management to gather information regarding conversion to Strata Title.

See attached extract from an Expert Report dated 27/2/2019 prepared by BWRA regarding roof and water penetration issues. (NOTE: Report prepared in 2015 could not be located).

See attached Email dated 27/2/2019 regarding the BWRA report.

See attached correspondence dated 4/3/2019 from Rickard Engineering regarding a review of the BWRA report.

See attached correspondence dated 8/4/2019 regarding smoking.

See attached Email dated 9/4/2019 regarding the next phase of roof works. (NOTE: We were advised the meeting held 20/3/2019 was informal. No Minutes were recorded).

ROLL: The Managing Agent maintains the Roll as a Strata Roll in a computerised format. Only the page relevant to Unit 1 was provided for inspection.



## 12 HISTORICAL INFORMATION

Dictionary

Help

**The following historical information concerning the Scheme and the building generally is made available on the basis that it may be of interest to the Purchaser or Mortgagee:**

NOTE: Minutes prior to 1994 were not sighted.

A valuation report (dated 23/9/96) suggests the building was erected in 1956.

A.G.M. 20/9/94: Schedule of values: Following completion of the balconies, Higgins Valuers had carried out a valuation of the property and established a new schedule of interests reflecting the impact of such construction.

Following a submission by Bramford Terrett Lawyers outlining the work required to meet this new schedule and the costs involved it was agreed that no action be taken in view of the minor changes necessary. It was specifically noted that such reallocation had no impact on the relative values of each unit, but only on the amount of quarterly levies paid which would be affected only in a minimal way.

Ms. Cooke reported concrete spalling in the second bedroom of her unit. Managing Agent to have it investigated.

A.G.M. 1/8/95: A comprehensive report on the state of the building had been received from Partridge Partners. This will be kept under review. (A copy of this report was not sighted).

Year ended June 1995: Consultant fees \$1,385.00. Building development fees \$1,250.00. Walls and ceiling \$19,850.00.

Year ended June 1996: Rubbish removal \$3,516.00. Electrical repairs \$2,689.00. Door and window repairs \$1,026.00.

A.G.M. 26/8/96: Following discussion it was resolved that no Sinking Fund be established at this time but that one fund only operate.

Year ended June 1997: Rubbish removal \$3,563.00.

Correspondence dated 14/10/97 from PGM regarding Units 7 and 8 repairs to balconies suggested that the balustrades be replaced within the next 3 to 4 years.

Year ended June 1998: No evidence of any major or extraordinary expenditure in the records inspected.

A.G.M. 23/9/98: Budget: To be increased from \$2,000.00 to \$5,000.00 and an additional miscellaneous item of \$1,000.00 to be included. This later item is to cover the cost of reimbursing those co-owners who purchased items for carrying out work around the property.

Balcony maintenance: The meeting discussed responsibility for potential future rectification of defects to balcony flashing, particularly where there is a change of ownership. In principle it was agreed that such generic defects would be the responsibility of the person who owned the property at the time the work was required.

The Managing Agent was requested to obtain legal advice as to the best means of dealing with this responsibility. (Noted the Managing Agent sent a letter to David Le Page on 16/10/98 requesting advice. No reply was sighted).

July to September 1998: No evidence of any major or extraordinary expenditure in the records inspected.

Correspondence dated 16/10/98 noted that five or six years ago eight of the flats had balconies constructed overlooking the harbour. The cost of these balconies was borne by each of the individual owners.

NOTE: Expenditure records for the period October 1998 to June 2009 were not sighted.

NOTE: Minutes between A.G.M. 23/9/98 and A.G.M. 27/7/2010 were not sighted.

Year ended June 2010: Doors, windows and locks \$1,219.00. Paths, fences, letterboxes and driveways \$1,087.00.

Year ended June 2011: Consultant fees \$2,425.00. Paths, fences, letterboxes and driveways \$1,320.00.

Year ended June 2012: No evidence of any major or extraordinary expenditure from the records inspected.

Year ended June 2013: Insurance claims \$2,020.00.

Year ended June 2014: Security \$1,402.00. Consultant fees \$2,057.00.

Year ended June 2015: Doors, windows and locks \$1,723.00. Insurance claims \$1,000.00. Carpets and flooring \$2,926.00. Consultant fees \$2,068.00.

Year ended June 2016: Electrical repairs \$1,146.00. Insurance claims \$7,397.00. Security \$1,914.00. Consultant fees \$8,298.00. Doors, windows and locks \$1,170.00.

A.G.M. 9/8/2016: Resolved to accept quotes totalling \$26,000.00 for painting.

Year ended June 2017: Insurance claims \$6,819.00. Security \$1,452.00. Consultant fees \$10,046.00. Doors, windows and locks \$2,086.00. Structural rectification \$5,136.00.

# Purchasers Strata Inspections Pty Ltd

## PREMIUM TENANTS IN COMMON REPORT



A.G.M. 27/9/2017: Resolved that Unit 4 can install a split system air conditioning on the balcony of the unit.  
Year ended June 2018: Consultant fees \$2,170.00. Doors, windows and locks \$1,452.00. Fire equipment upgrade \$72,241.00.

A.G.M. 11/10/2018: Resolved that Unit 4 can install a split system air conditioning on the balcony of the unit.  
July 2018 to April 2019: Tree lopping /removal \$5,327.00. Consultant fees \$14,125.00. Doors, windows and locks \$2,125.00. Fire equipment upgrade \$86,751.00.

NOTE: Expenditure under \$1,000.00 has not been covered in this report.

The records forming the basis of this report were inspected at the offices Sample Partners Pty Ltd, Suite 1, 200 Sample Street.

PURCHASERS STRATA INSPECTIONS PTY. LTD.

### QUALIFICATIONS AND EXCLUSIONS

1. During the course of the subject inspection no attempt was made to ascertain whether any Managing Agent has complied with the detailed accounting requirements of the Property, Stock and Business Agents Act 2002 or whether the prescribed accounting and prescribed financial statement requirements are being complied with by the Scheme. As these requirements are particularly complex, an additional inspection by a specially trained Inspector would be necessary before we could report on these matters.
2. The information contained in this Report was extracted from the books and records of the Scheme and, so far as was possible, from conversations with officers of the scheme. Special procedures were followed to minimise the possibility of records not being made available for inspection and this information has, where possible, also been checked with information obtained from previous inspections. However, your attention is directed to the possibility that all of the records of the Scheme may not have been made available for inspection, or alternatively, that the records may not have contained all of the information of interest to a Purchaser or Mortgagee.
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