



## Notice of

# Annual General Meeting

FOR THE OWNERS OF:

**STRATA PLAN:**

64552

**ADDRESS:**

Baynton Apartments

55 Gardugarli Drive, BAYNTON WA  
6714

**DATE:** Tuesday 6th May 2025

**TIME:** 10:30 AM

*Registrations open 15 minutes prior to start time*

**LOCATION:** ZOOM

Meeting ID: 893 9340 6985

Passcode: 64552

The notice is issued pursuant Section 129 of the Strata Titles Act, on Tuesday 15 April 2025 being not less than 14 days prior to holding of the Meeting.

**PH:** (08) 9472 1833 **EM:** [RECEPTION@RICHARDSONSTRATA.COM.AU](mailto:RECEPTION@RICHARDSONSTRATA.COM.AU)



# Getting Started With Zoom

## What is Zoom?

Zoom is a online audiovisual conferencing app that gives you the ability to attend your Strata meetings remotely, anywhere in the world, via your computer, iPhone or Android device

## How do I get Zoom?

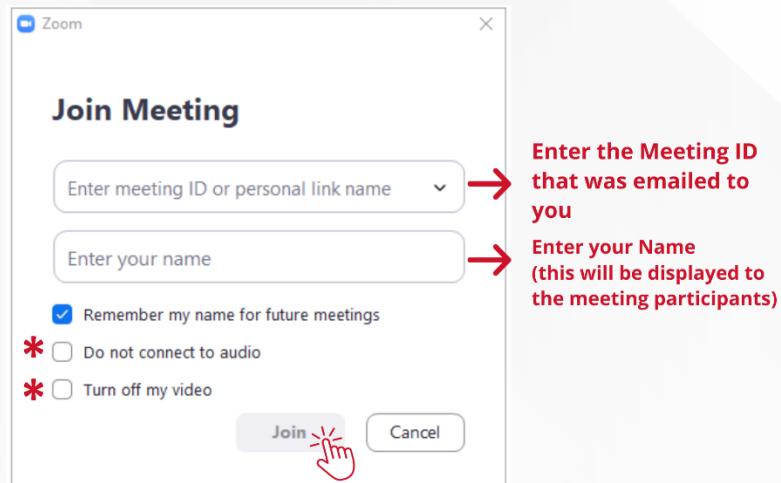
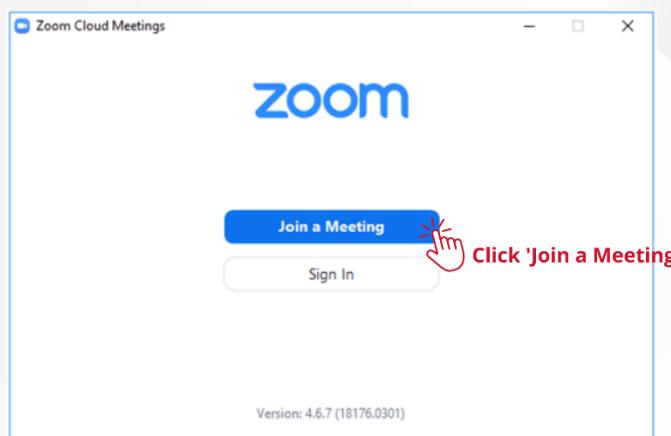
Zoom is FREE to download and use. You can download the Zoom Cloud Meetings App in the Apple App Store or Google Play Store - just search **"Zoom Cloud Meetings"** If using a computer, **please follow the link emailed to you.**

## Logging into the meeting

When you are ready to join the meeting, please click the Zoom meeting link that was emailed to you. You'll now be redirected to the App on your mobile device, or if using a computer, the link will take you to the login screen for Zoom. See screenshots →

Once you've clicked 'Join' you will need to enter the **password that was emailed to you**

\* Please note: You can choose to turn off your audio/video if you do not wish to have this broadcasted during the meeting.



# MEETING AGENDA

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- Apologies.
- Proxies & Powers of persons present.
- Determination of Quorum and Validity of meeting.

**The motions to be considered are as follows:**

## **Motion 1**

### **Appointment of Chairperson for the Meeting**

Only required if the Chairperson of the Council is unavailable or unwilling to act.

## **Motion 2**

### **Confirmation of Previous Minutes**

- That the previously circulated Minutes of the General Meeting held on 12 March 2024 be confirmed as a true record of those proceedings.
- Consideration of any matters arising not otherwise provided for by this agenda.

## **GENERAL BUSINESS**

## **Motion 3**

### **Consideration of Statement of Accounts**

That the Statement of Accounts for the period 01 December 2023 to 30 November 2024 showing an amount of \$982,079.62 net owners funds be adopted as presented.

**Note:** *Queries of a financial nature should be notified to the Strata Company in writing no later than three (3) business days prior to the meeting.*

## **Motion 4**

### **Insurance**

- That copies of the current certificates and schedules for the insurance required under section 127 (3)(c) of the Act and managers disclosures, as tabled, be received and incorporated into the records of the Strata Company.
- That the Lync Insurance Brokers Financial Services Guide and CHU Underwriting Agencies Product Disclosure Statement as tabled be received and incorporated into the records of the Strata Company.
- That the Council be directed to renew the insurance prior to its expiry date in such sums as are suggested by the insurer or as recommended by qualified professional advisors.

## **Motion 5**

### **Constitution of the Council**

- That the Council of the Strata Company consist of three (3) proprietors.
- Chairman to call for nominations of candidates for election to the Council; And, if required will,
- Conduct a ballot to elect members of the Council.

## **SPECIAL BUSINESS**

# MEETING AGENDA CONTINUED

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## Motion 6

### Budget of Estimated Expenditure - Administrative Fund

That the Budget of Estimated Expenditure from the Administrative Fund for the period 1st December 2024 to 30 November 2025 amounting to \$799,844.00 (exclusive of GST) be adopted as presented.

## Motion 7

### Budget of Estimated Expenditure - Reserve Fund

That the Budget of Estimated Expenditure from the Reserve Fund for the period 1st December 2024 to 30 November 2025 amounting to \$352,000.00 (exclusive of GST) be adopted as presented.

## Motion 8

### Determination of Levies - Administrative Fund

That the Levy of contributions in the financial year to raise a total of \$880,000.00 (inclusive of GST), on proprietors for the Administrative Fund be payable in advance, by instalments due and payable in the amounts and on the dates as shown below:

\$220.00 per unit of entitlement due 1st December 2024  
 \$220.00 per unit of entitlement due 1st March 2025  
 \$220.00 per unit of entitlement due 1st June 2025  
 \$220.00 per unit of entitlement due 1st September 2025

With the amount to remain at \$220.00 per unit of entitlement per quarter until otherwise determined by a future General Meeting of the Strata Company.

## Motion 9

### Determination of Levies - Reserve Fund

That the Levy of contributions in the financial year to raise a total of \$66,000.00 (inclusive of GST) for the Reserve Fund, be payable in advance, by instalments due and payable in the amounts and on the dates as shown below;

\$16.50 per unit of entitlement due 1st December 2024  
 \$16.50 per unit of entitlement due 1st March 2025  
 \$16.50 per unit of entitlement due 1st June 2025  
 \$16.50 per unit of entitlement due 1st September 2025

With the amount to remain at \$16.50 per unit of entitlement per quarter until otherwise determined by a future General Meeting of the Strata Company.

## Motion 10

### Matters without notice for discussion/referral to the Council

Note: Such matters may only be raised at the discretion of the Chair and with leave of the meeting.

**Dated this Tuesday, 15 April 2025**

For and on behalf of The Owners of SP SP 64552, Baynton Apartments, 55 Gardugarli Drive



# EXPLANATION OF AGENDA ITEMS

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## **Motion 1. Appointment of Chairperson for the Meeting**

Only required if the Chairperson of the Council is unavailable or unwilling to act.

## **Motion 2. Confirmation of Previous Minutes**

The minutes of your last General Meeting will need to be confirmed. A copy of the previous minutes were posted to you shortly after the last General Meeting.

If you have not received a copy of these minutes please contact our office or you may view a copy via your owner portal at [www.richardsonstrata.com.au](http://www.richardsonstrata.com.au).

If you have forgotten your user name and/or password or have not registered for this service, please email [reception@richardsonstrata.com.au](mailto:reception@richardsonstrata.com.au).

## **Motion 3. Consideration of Statement of Accounts**

The financial statements presented and annexed to the Notice of this Meeting will need to be confirmed and adopted. Queries of a financial nature should be notified to the Strata Company in writing no later than three (3) business days prior to the meeting.

Any interim financial statements can be found on the portal.

## **Motion 4. Insurance**

A copy of the Certificate of Currency is enclosed with the meeting documents as well as important and any relevant disclosure statements. A copy of the relevant Financial Services Guide and Product Disclosure Statement will be tabled at the meeting.

Should you wish to obtain a copy of these documents, please contact our office.

## **Motion 5. Constitution of the Council**

We encourage all owners to consider nominating themselves or others for election to the Strata Council. Being a member of the council is a great opportunity to contribute to the management and decision-making processes of our community. For more information on the roles and responsibilities of council members, please refer to the attached links.

\* <https://drive.google.com/file/d/1ZcEkSAqdam58nVwttiQbhSXW6n0gyL/view?usp=sharing>  
 \* [https://drive.google.com/file/d/1ax6XnizrP\\_OGEt02d2wi1bFfQ9GJMbOO/view?usp=sharing](https://drive.google.com/file/d/1ax6XnizrP_OGEt02d2wi1bFfQ9GJMbOO/view?usp=sharing)

### Eligibility to Nominate and to be Nominated:

1. A person (including a corporation) is entitled to nominate a candidate for election as a member of the Council only if that person is entitled to vote at the election.
2. Any person entitled to nominate may nominate themselves.
3. A nomination does not need to be seconded.
4. In the event that there are co-owners of a lot, only one of the co-owners shall be eligible to be nominated as a candidate. The eligible co-owner must be nominated by all co-owners of the lot, including the nominee.
5. A corporation that is an owner or co-owner of a lot is eligible to be nominated as a candidate and must provide written consent to its nomination, even if it nominates itself.
6. A nominee who will not be present at the meeting must complete the consent portion of the nomination form to be eligible for election.

### Election Procedure:

In accordance with the by-laws, the procedure for the election of candidates to the Council is as follows:

1. The Chairperson of the General Meeting will call upon those present and entitled to nominate candidates to do so.
2. A nomination is ineffective unless supported by the nominee's consent, which can be given:
  - i. in writing and furnished to the Chairperson at the meeting, or
  - ii. orally by a nominee who is present at the meeting.

# EXPLANATION OF AGENDA ITEMS

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3.In accordance with the by-laws:

i.If the number of candidates equals the number of council members determined as per by-law 4(3), the Chairperson must declare those candidates elected as members of the Council.

ii.If the number of candidates exceeds the number of council members determined as per by-law 4(3), the Chairperson must direct that a ballot be held.

4.If a ballot is to be held, the Chairperson will:

i.Announce the names of the candidates

ii.Provide each person entitled to vote and present in person or by proxy with a blank form for each lot for which they are entitled to vote, to be used as a ballot form.

5.A person entitled to vote must complete a valid ballot form by:

i.Writing the names of candidates, equal in number to the number of council members, ensuring no name is repeated.

ii.Indicating the number of each lot in respect of which the vote is cast, and whether the vote is an owner, first mortgagee, or proxy.

iii.Signing the ballot form.

iv.Returning the ballot form to the Chairperson

6.The Chairperson, or a person appointed by the Chairperson, will count the votes recorded on valid ballot forms in favour of each candidate.

7.Candidates who receive the highest number of votes (in terms of lots or unit entitlements as required under the Strata Titles Act 1985 section 122), equal to the number of council members determined as per by-law 4(3), will be declared elected to the Council.

8.If the number of votes for any candidate equals the lowest number of votes required for election and:

i.That number equals the number of votes recorded for any other candidates, and

ii.If each of those candidates were declared elected, it would exceed the number of council members required, the election between those candidates must be decided by a show of hands of those entitled to vote and present in person or by proxy.

Nomination and Acceptance:

Please refer to the enclosed forms for nomination and acceptance of nomination. If you have any questions or need further information, do not hesitate to reach out.

## **Motion 6. Budget of Estimated Expenditure - Administrative Fund**

Enclosed is a copy of the proposed budget of estimated expenditure from the Administrative Fund. These figures are based on past expenditure and known future expenses within the next Financial Year.

## **Motion 7. Budget of Estimated Expenditure - Reserve Fund**

Enclosed is a copy of the proposed budget of estimated expenditure from the Reserve Fund. These figures are based on past expenditure and known future expenses within the next Financial Year.

## **Motion 8. Determination of Levies - Administrative Fund**

The proposed levy amounts for the Administrative Fund will cover the expenditure for the year. The amount shown will need to be multiplied by your unit entitlement to determine the levy amount for your unit - if you are unaware of your unit entitlement, please contact our office.

## **Motion 9. Determination of Levies - Reserve Fund**

The proposed levy amounts for the Reserve Fund will cover the expenditure for the year. The amount shown will need to be multiplied by your unit entitlement to determine the levy amount for your unit - if you are unaware of your unit entitlement, please contact our office.

## **Motion 10. Matters without notice for discussion/referral to the Council**

Any additional items that an owner wishes to raise that is not on the agenda or hasn't already been considered by the meeting for referral to the Council for its consideration.



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Balance Sheet

Financial Period

01/12/2023 - 30/11/2024

**64552**

### **55 Gardugarli Drive BAYNTON**

	Administrative Fund	Reserve Fund	TOTAL
<b>ASSETS</b>			
Cash at Bank	705,982.75	493,069.54	1,199,052.29
Levies Receivable	0.00	43.94	43.94
<b>Total Assets</b>	<b>705,982.75</b>	<b>493,113.48</b>	<b>1,199,096.23</b>
<b>LIABILITIES</b>			
Levies Paid in Advance	206,743.85	0.00	206,743.85
GST Liabilities	(13,223.21)	0.00	(13,223.21)
Accounts Payable	23,495.97	0.00	23,495.97
<b>Total Liabilities</b>	<b>217,016.61</b>	<b>0.00</b>	<b>217,016.61</b>
<b>Net Assets</b>	<b>488,966.14</b>	<b>493,113.48</b>	<b>982,079.62</b>
<b>OWNERS FUNDS</b>			
Opening Balance	774,994.41	131,557.21	906,551.62
Surplus / Deficit for the period	(286,028.27)	361,556.27	75,528.00
Closing Balance	488,966.14	493,113.48	982,079.62
<b>Total Owners Funds</b>	<b>488,966.14</b>	<b>493,113.48</b>	<b>982,079.62</b>

Report Date: 29th January 2025



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## Income & Expenditure Summary

Financial Period

01/12/2023 - 30/11/2024

**64552**

### 55 Gardugarli Drive BAYNTON

#### Administrative Fund

	Actual 01/12/23 - 30/11/24	Budget 01/12/23 - 30/11/24	Actual 01/12/22 - 30/11/23
<b>Income</b>			
<b>Debt Collection Recoveries</b>			
Debt Collection Recoveries	\$600.00	\$0.00	\$180.00
<b>Interest</b>			
Interest On Levy Arrears	\$1,504.40	\$0.00	\$949.85
<b>Levy Income</b>			
Levies Due	\$927,272.68	\$927,272.73	\$1,127,273.04
<b>Other Income</b>			
Security Remote / Tag Purchase	\$0.00	\$0.00	\$2,072.73
Supply Copies Of Strata Information	\$0.00	\$0.00	\$50.00
Status Certificate Fees*	\$7,280.00	\$0.00	\$4,480.00
<b>Total Income</b>	<b>\$936,657.08</b>	<b>\$927,272.73</b>	<b>\$1,135,005.62</b>
<b>Expenses</b>			
<b>Accounting, Taxation &amp; Banking</b>			
BAS / GST Preparation	\$400.00	\$400.00	\$400.00
Accounting	\$150.00	\$150.00	\$250.00
<b>Air Conditioning</b>			
Airconditioning Maintenance	\$5,210.00	\$12,500.00	\$10,679.30
<b>Building Administration</b>			
Retrieval & Storage	\$144.00	\$144.00	\$128.00
Management Fees - Standard	\$20,872.68	\$20,872.73	\$20,624.20
Management Fees - Non Standard	\$210.00	\$400.00	\$60.40
Travel Expenses	\$0.00	\$1,500.00	\$1,920.76
Meeting Fee	\$150.00	\$150.00	\$90.00
Postage & Petties	\$170.90	\$150.00	\$114.96
Debt Collection	\$600.00	\$0.00	\$180.00
Portal Access	\$300.00	\$300.00	\$200.00
Creditor Compliance	\$300.00	\$300.00	\$200.00
Supply Of Information	\$0.00	\$0.00	\$50.00
<b>Building General</b>			
Gym Equipment	\$1,350.00	\$2,500.00	\$600.00
<b>Building General Contract</b>			
Building Management *	\$223,084.97	\$195,000.00	\$193,692.00
<b>Cleaning</b>			
Cleaning/Gardening Contract	\$19,104.32	\$19,500.00	\$18,474.00
<b>Electrical</b>			
Electrical - General	\$10,908.15	\$10,000.00	\$10,417.39
<b>Fire Control</b>			
Fire Doors	\$0.00	\$0.00	\$27,251.97
<b>Fire Control Contract</b>			
Fire Protection Contract	\$12,050.44	\$12,000.00	\$11,931.12
Fire Equipment Upgrade/Replacement	\$4,493.30	\$5,000.00	\$5,456.70
<b>Garden &amp; Grounds</b>			
Plants	\$964.22	\$2,500.00	\$0.00

Report Date: 29th January 2025

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## Income & Expenditure Summary

Financial Period

01/12/2023 - 30/11/2024

**64552**

### 55 Gardugarli Drive BAYNTON

#### Administrative Fund

	Actual 01/12/23 - 30/11/24	Budget 01/12/23 - 30/11/24	Actual 01/12/22 - 30/11/23
<b>Insurance</b>			
Premiums	\$153,480.18	\$250,000.00	\$140,537.15
Stamp Duty	\$14,827.79	\$22,000.00	\$13,458.14
Insurance - Annual Management Fee	\$5,000.00	\$5,000.00	\$5,000.00
Valuation	\$2,060.00	\$2,200.00	\$0.00
<b>Lift Maintenance Contract</b>			
Lift Contract	\$21,337.05	\$21,400.00	\$20,918.55
<b>Lift Repairs</b>			
Lift Repairs	\$1,469.50	\$5,000.00	\$2,782.90
<b>Maintenance &amp; Repairs</b>			
General Repairs	\$40,106.82	\$40,000.00	\$35,757.79
Security Gate Services	\$0.00	\$0.00	\$3,713.40
Fire Equipment Repairs	\$0.00	\$20,000.00	\$6,735.25
Floor Tile Cleaning	\$6,000.00	\$0.00	\$0.00
Outdoor Furniture	\$3,087.27	\$4,000.00	\$0.00
<b>Other</b>			
WHS Reports	\$2,067.27	\$2,200.00	\$0.00
<b>Pest Control</b>			
Pest Control*	\$2,700.00	\$4,000.00	\$2,700.00
<b>Plumbing</b>			
Plumbing & Drainage	\$18,548.78	\$10,000.00	\$7,167.78
<b>Pool Area, Gym &amp; General Amenities</b>			
<b>Contract</b>			
Pool Service	\$16,514.98	\$13,000.00	\$12,945.81
<b>Security &amp; Intercom</b>			
Telephone Charges	\$2,975.96	\$3,300.00	\$3,322.47
<b>Electricity</b>			
Electricity*	\$105,651.95	\$115,000.00	\$107,166.58
<b>Water</b>			
Water Consumption*	\$18,554.82	\$18,000.00	\$16,661.42
<b>Miscellaneous</b>			
Transfer To Reserve Fund	\$500,000.00	\$500,000.00	\$40,000.00
Status Certificate Fees Paid	\$7,840.00	\$0.00	\$3,920.00
<b>Total Expenses</b>	<b>\$1,222,685.35</b>	<b>\$1,318,466.73</b>	<b>\$725,508.04</b>
<b>Surplus / Deficit</b>			
Opening Administrative Balance	<b>(\$286,028.27)</b>	<b>(\$391,194.00)</b>	<b>\$409,497.58</b>
<b>Administrative Fund Balance</b>	<b>\$488,966.14</b>	<b>\$383,800.41</b>	<b>\$774,994.41</b>

Report Date: 29th January 2025



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## Income & Expenditure Summary

Financial Period

01/12/2023 - 30/11/2024

**64552**

**55 Gardugarli Drive BAYNTON**

**Reserve Fund**

	Actual 01/12/23 - 30/11/24	Budget 01/12/23 - 30/11/24	Actual 01/12/22 - 30/11/23
<b>Income</b>			
<b>Interest</b>			
Interest On Levy Arrears	\$99.27	\$0.00	\$65.48
<b>Levy Income</b>			
Levies Due	\$60,000.00	\$60,000.00	\$60,000.00
<b>Other Income</b>			
Transfer From Admin Fund	\$500,000.00	\$500,000.00	\$40,000.00
<b>Total Income</b>	<b>\$560,099.27</b>	<b>\$560,000.00</b>	<b>\$100,065.48</b>
<b>Expenses</b>			
<b>Fire Control</b>			
Fire Tanks Overhaul	\$0.00	\$0.00	\$35,353.56
Fire Tank Waterproofing	\$29,628.00	\$39,600.00	\$0.00
<b>Maintenance &amp; Repairs</b>			
Roof Plumbing	\$0.00	\$15,000.00	\$9,550.00
Painting Internal	\$151,500.00	\$160,000.00	\$0.00
Line Marking & Signage	\$17,415.00	\$16,960.00	\$0.00
Pool Paving	\$0.00	\$12,000.00	\$0.00
<b>Security &amp; Intercom</b>			
CCTV	\$0.00	\$16,000.00	\$3,664.86
<b>Total Expenses</b>	<b>\$198,543.00</b>	<b>\$259,560.00</b>	<b>\$48,568.42</b>
<b>Surplus / Deficit</b>	<b>\$361,556.27</b>	<b>\$300,440.00</b>	<b>\$51,497.06</b>
Opening Reserve Balance	\$131,557.21	\$131,557.21	\$80,060.15
<b>Reserve Fund Balance</b>	<b>\$493,113.48</b>	<b>\$431,997.21</b>	<b>\$131,557.21</b>

Report Date: 29th January 2025



Level 4, 55 St Georges Terrace  
Perth WA 6000

PO BOX 5721, Perth 6831

## Certificate of Currency

### CHU Residential Strata Insurance Plan

<b>Policy No</b>	<b>HU0006113233</b>
<b>Policy Wording</b>	<b>CHU RESIDENTIAL STRATA INSURANCE PLAN</b>
<b>Period of Insurance</b>	<b>20/09/2024 to 20/09/2025 at 4:00pm</b>
<b>The Insured</b>	<b>THE OWNERS OF BAYNTON APARTMENTS SP 64552</b>
<b>Situation</b>	<b>55 GARDUGARLI DRIVE BAYNTON WA 6714</b>

### Policies Selected

#### Policy 1 – Insured Property

Building: \$57,650,670

Common Area Contents: \$576,507

Loss of Rent & Temporary Accommodation (total payable): \$8,647,600

#### Policy 2 – Liability to Others

Sum Insured: \$20,000,000

#### Policy 3 – Voluntary Workers

Death: \$200,000

Total Disablement: \$2,000 per week

#### Policy 4 – Fidelity Guarantee

Sum Insured: \$100,000

#### Policy 5 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

#### Policy 6 – Machinery Breakdown

Sum Insured: \$100,000

#### Policy 7 – Catastrophe Insurance

Sum Insured: \$17,295,201

Extended Cover - Loss of Rent & Temporary Accommodation: \$2,594,280

Escalation in Cost of Temporary Accommodation: \$864,760

Cost of Removal, Storage and Evacuation: \$864,760

#### Policy 8 – Government Audit Costs and Legal Expenses

Government Audit Costs: \$25,000

Appeal expenses – common property health & safety breaches: \$100,000

Legal Defence Expenses: \$50,000

**Policy 9 – Lot owners' fixtures and improvements (per lot)**

Sum Insured: \$250,000

**Flood Cover is included.**

Date Printed

26/09/2024

This certificate confirms this policy is in force for the Period of Insurance shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details refer to the current policy wording QM562-1023 and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.



You are reminded that the policy mentioned below falls due for renewal on 20/09/2024. To ensure your continued protection, payment and any declarations should be returned by this date, unless otherwise stated

The Owners Of Baynton Apartments  
Strata Plan 64552  
C/- Richardson Strata Management  
138 Burswood Road,  
BURSWOOD WA 6146

<b>Class of Policy:</b>	Strata - Residential & Mixed
<b>Insurer:</b>	QBE INSURANCE GPO BOX 2516, SYDNEY, NSW 2001 ABN: 78 003 191 035
<b>The Insured:</b>	The Owners Of Baynton Apartments Strata Plan 64552

Lync Insurance Brokers Pty Ltd  
ABN: 31 169 552 372  
Authorised Representative No. 1306015  
of PSC Connect Pty Ltd  
AFSL: 344648  
Level 1, 905 Hay Street (Dynons Plaza), PERTH 6000

Tel: 1300127503

Page 1 of 6

## TAX INVOICE

This document will be a tax invoice for GST when you make payment

**Invoice Date:** 25/09/2024

**Invoice No:** 396584

**Our Reference:** 64552

Should you have any queries in relation to this account, please contact your Account Manager  
RSMS (info@lynctrade.com.au)

## RENEWAL

**Policy No:** HU0006113233

### Period of Cover:

From 20/09/2024  
to 20/09/2025 at 4:00 pm

**Details:** See attached schedule for a description of the risk(s) insured

**PLEASE READ IMPORTANT NOTICES OVERLEAF,  
INCLUDING:**

**Residential Strata Insurance**  
RNL: 55 Gardugari Drive, BAYNTON WA 6714

### DISCLOSURE

You have an obligation to disclose accurate information to the Insurer at all times before and during the policy period. Please refer to the Important Information on your invoice for your specific obligations.

### COMPLAINTS

Clients who are not fully satisfied with our services should contact our Complaints Officer on 1300 949 834. PSC Network Insurance Partners are members of the Australian Financial Complaints Authority; a free service, and follow the principles of the Insurance Brokers Code of Practice. Further information is available from our office. You can contact AFCA directly on 1800 931 678.

### Your Premium:

Premium	UW Levy	Fire Levy*	GST	Stamp Duty	Broker Fee
\$133,787.82	\$150.00	\$0.00	\$15,193.86	\$14,716.67	\$18,000.65

PSC receives commission of \$0.00  
Strata Manager income of \$0.00  
(both GST exclusive)

**TOTAL** \$181,849.00

(A processing fee applies for Credit Card payments)



Please turn over for further payment methods and instructions



Biller Code: 20362  
Ref: 40417881915490221



Pay by credit card (Visa, Mastercard, Amex or Diners) at [www.deft.com.au](http://www.deft.com.au)  
A surcharge may apply.

DEFT Reference Number: 40417881915490221



\*498 404178 81915490221

### PSC Network Insurance Partners

**Our Reference:** 64552  
**Invoice No:** 396584  
**Due Date:** 20/09/2024

Premium	\$133,787.82
U'writer Levy	\$150.00
Fire Levy	\$0.00
GST	\$15,193.86
Stamp Duty	\$14,716.67
Broker Fee	\$18,000.65

**AMOUNT DUE**

**\$181,849.00**

+404178

81915490221<

018184900<3+

**Schedule of Insurance**

Page 2 of 6

<b>Class of Policy:</b> Strata - Residential & Mixed	<b>Policy No:</b> HU0006113233
<b>The Insured:</b> The Owners Of Baynton Apartments Strata Plan 64552	<b>Invoice No:</b> 396584
	<b>Our Ref:</b> 64552

This policy has been placed through

CHU UNDERWRITING AGENCIES  
ABN 18 001 580 070  
PO BOX 5721, ST GEORGES TERRACE, PERTH WA 6000

CHU UNDERWRITING AGENCIES is an underwriting agency who has placed the policy with

QBE INSURANCE  
ABN 78 003 191 035  
GPO BOX 2516, SYDNEY, NSW 2001

### **Residential Strata Insurance Plan**

**INSURED:** The Owners Of Baynton Apartments Strata Plan 64552  
**SITUATION:** 55 Gardugarli Drive, BAYNTON WA 6714

#### **Policy 1 - Insured Property**

Building	\$57,650,670
Common Area Contents	\$576,507
Loss of Rent/Temporary Accommodation (total payable)	\$8,647,600

#### **Policy 2 - Liability to Others**

Limit of Liability	\$20,000,000
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#### **Policy 3 - Voluntary Workers**

Voluntary Workers - Refer to Table of Benefits	Selected
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#### **Policy 4 - Fidelity Guarantee**

Sum Insured	\$100,000
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#### **Policy 5 - Office Bearers Legal Liability**

Limit of Liability	\$5,000,000
(please note this is a Claims Made Policy - see Important Information below)	

#### **Policy 6 - Machinery Breakdown**

(Note: No cover for lifts if no comprehensive maintenance agreement including parts and labour in place)	\$100,000
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#### **Policy 7 - Catastrophe Insurance**

Sum Insured	\$17,295,201
Extended Cover – Loss of Rent & Temporary Accommodation	\$2,594,280
Escalation in Cost of Temporary Accommodation	\$864,760
Cost of Removal, Storage and Evacuation	\$864,760

#### **Policy 8 - Government Audit Costs and Legal Expenses**

Government Audit Costs	\$25,000
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**Schedule of Insurance**

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<b>Class of Policy:</b> Strata - Residential & Mixed	<b>Policy No:</b> HU0006113233
<b>The Insured:</b> The Owners Of Baynton Apartments Strata Plan 64552	<b>Invoice No:</b> 396584
	<b>Our Ref:</b> 64552

Appeal Expenses – common property health & safety breaches \$100,000  
 Legal Defence Expenses \$50,000  
 (please note this is a Claims Made Policy - see Important Information below)

**Policy 9 - Lot Owners' Fixtures and Improvements (per lot)**

Sum Insured \$250,000

**Flood Cover** Included

**EXCESSES**

*Policy 1 - Insured Property*

Standard: \$10,000

Unoccupancy: \$10,000

*Policy 7 - Machinery Breakdown*

\$1,000

*Policy 9 - Government Audit Costs and Legal Expenses*

Legal Defence Expenses: \$1,000

Other excesses payable are shown in the Policy Wording

**Special Conditions/Endorsements:** Nil advised

Other than as set out above, the terms, conditions, exclusions and limitations contained in Your Policy remain unaltered

The premium includes the Government Terrorism Levy, if applicable.

As per QM562-1023

The above schedule is only a brief summary of the cover provided by your policy and does not, nor is it intended to provide full details of policy terms, conditions, endorsements, exclusions or excesses.

**PLEASE READ THE POLICY.** Contact our office if there is anything you do not understand or wish to query

**Important Information**

Please read the following important information. Contact your Broker if there is anything you do not understand, or if you have any questions.

**DUTY OF DISCLOSURE/ DUTY NOT TO MAKE A MISREPRESENTATION**

Before you enter into an insurance contract, you have a duty to tell the insurer anything that you know, or could reasonably be expected to know, that may affect the insurer's decision to insure you and on what terms. You have this duty until the insurer agrees to insure you. You have the same duty before you renew, extend, vary, or reinstate an insurance contract.

For Personal, Domestic and Household insurance contracts, you have an additional duty to take reasonable care not to make a misrepresentation to the insurer. To ensure you meet your duty, your responses to the insurers' questions must be truthful, accurate and complete.

**IF YOU DO NOT TELL THE INSURER SOMETHING**

If you do not tell the insurer anything you are required to, they may cancel your contract, or reduce the amount they will pay you if you make a claim, or both. If your failure to tell the insurer is fraudulent, they may refuse to pay a claim and treat the contract as if it never existed.

**UNDER INSURANCE**

## Schedule of Insurance

Page 4 of 6

<b>Class of Policy:</b> Strata - Residential & Mixed	<b>Policy No:</b> HU0006113233
<b>The Insured:</b> The Owners Of Baynton Apartments Strata Plan 64552	<b>Invoice No:</b> 396584
	<b>Our Ref:</b> 64552

Your contract of insurance may contain an average or under insurance provision. This means that if you under insure, you will have to bear part of any loss yourself.

### INSURING THE INTEREST OF OTHER PARTIES

If you require another party to be covered by your policy, you must request this in advance. Most policy conditions will not provide indemnity to other parties (e.g. mortgagees, lessors, principals etc.) unless their interest is noted on the policy.

### CLAIMS MADE POLICIES

Some policies (for example, professional indemnity insurance) are "claims made" policies. This means that claims that are first advised to you (or made against you) and reported to your insurer during the period that the policy is current are insured under that policy, irrespective of when the incident causing the claim occurred (unless there is a date beyond which the policy does not cover – this is called a "retroactive date". In order to ensure that your entitlement to claim under the policy is protected, you must report all incidents that may give rise to a claim to the Insurers without delay after they come to your attention and before the policy expires.

### COOLING OFF

All Retail Products are subject to a "cooling off period" of a minimum of 14 days and details of this are contained in the PDS. During this time, if you are not happy with a Retail Product, you may withdraw from the new contract at no cost to you other than our broker's fee, which is not refundable.

### CANCELLATION OF YOUR POLICY.

If there is a refund or reduction of your premium as the result of a cancellation or alteration to a policy or based on a term of your policy (such as a premium adjustment provision), we will retain any fee we have charged you. We will also retain our commission or charge you a cancellation fee equal to the reduction in commission. We will also retain any adviser fee we have charged you.

### PREMIUM FUNDING

Premium funding allows you to spread out the cash flow associated with paying your insurance premiums over the next twelve months. We receive a commission from the funder for arranging the funding contract, full details are available on request. Please note that should the insurance policy be cancelled, before the expiry date for whatever reason, the Premium Funder will charge you the full interest applicable to the contract, as detailed in the Loan Application Form. Typically there will be no refund of our commission on the refund premium and no refund of any fee we may have charged you for arranging the cover. We also reserve the right to charge you a policy cancellation handling fee. In some cases insurers also apply minimum premiums to policies, which may further reduce the refund that you might otherwise receive.

The impact of the above on you is that any refund you receive for the mid term cancellation of your policy will usually be significantly less than a pro rata calculation would produce and in extreme cases may involve you having to make an additional final payment even though the policy has been cancelled. Therefore prior to cancelling a policy and replacing it with another cover we strongly recommend that you discuss your situation with us so that we can advise the exact extent and impact of the early cancellation provisions mentioned above."

### CREDIT TERMS & PAYMENT

Unless agreed otherwise, Credit Terms are strictly in accordance with the period specified on the invoice, if you fail to pay the full premium within the agreed period your cover will lapse. The insurer will be entitled to a premium for the time held covered but you will be uninsured from the date your cover was cancelled.

### PRIVACY

We appreciate privacy is important to you. We are committed to protecting your personal information. For further information, please refer to our Privacy Statement by visiting [www.pscconnect.com.au/privacy](http://www.pscconnect.com.au/privacy) or upon request.

### PAYMENT OPTIONS ( New Business & Renewal Invoices)

**DEFT** Payment systems - DEFT is a service of Macquarie Bank

#### Internet

Pay over the internet from your credit card at: [www.deft.com.au](http://www.deft.com.au)

## Schedule of Insurance

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<b>Class of Policy:</b> Strata - Residential & Mixed	<b>Policy No:</b> HU0006113233
<b>The Insured:</b> The Owners Of Baynton Apartments Strata Plan 64552	<b>Invoice No:</b> 396584
	<b>Our Ref:</b> 64552

PSC Connect accepts Mastercard, Visa, American Express and Diners club Cards\*

\*Payments by credit card will attract a surcharge

### BPAY

Contact your participating bank, credit union or building society to make a payment directly from your cheque or savings account.

You will be required to enter the Biller Code and BPAY reference number as detailed on the front of the invoice.

### Insurance Risks Checklist

Risks may be uninsured for a number of reasons, including:

- **Self-Insurance** - This is where you have elected NOT to insure certain risks. You will be responsible to cover all the losses yourself.
- **Under Insurance:** If your sums insured or declared insurable values are inadequate and the policy contains a co-insurance or average clause, you may not receive the full amount of the loss.
- **A Policy Deductible / Excess** – You must bear the first part of the loss up to the amount of the excess.
- **Inadequate Loss Limits:** If the sum insured is less than the amount of your exposure, any loss in excess of the sum insured will not be insured.
- **Excluded Perils:** Some policies exclude certain perils, example - flood, storm surge and subsidence. You will not be insured for an excluded peril unless you ask for the cover.

We have indicated below a number of risks we believe may be important for you to consider. This list does not include all the policies available in the various insurance markets and is only intended to provide a summary of covers to assist in your assessment of whether such insurance protection may be needed.

Please note this list includes covers that you may have already purchased.

- **Flood:** 'Flood' means the covering of normally dry land by water that has escaped or been released from the normal confines of any lake, river, creek or other natural watercourse, whether or not altered or modified; or any reservoir, canal or dam.
- **Cyber Insurance:** First Party Costs - reimburses the Insured for the costs they would incur to respond to a breach, such as IT Forensic Costs, Credit Monitoring Costs, Public Relations Expenses and Cyber Extortion Costs (including ransom payments to hackers). Third Party Claims -

## Schedule of Insurance

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<b>Class of Policy:</b> Strata - Residential & Mixed	<b>Policy No:</b> HU0006113233
<b>The Insured:</b> The Owners Of Baynton Apartments Strata Plan 64552	<b>Invoice No:</b> 396584
	<b>Our Ref:</b> 64552

covers the Insured's liability to third parties from a failure to keep data secure, such as claims for compensation by third parties, investigations, defence costs and fines and penalties from breaching the Privacy Act.

- **Management Liability:** This policy incorporates - Directors & Officers Liability, Statutory Liability, Crime cover, Employment Practices and Tax Audit expenses.
- **Business Interruption:** The Business Interruption policy covers the insurable profits that would have been earned if the business was operating as usual. It is designed to put a business in the same financial position that it would have been in if no loss had occurred.

All these covers may not apply to your circumstances. However, as a business can change, we suggest that this list be reviewed regularly to ensure that your current insurance program is still satisfactory in meeting your needs. Please contact your Adviser if you require any additional information.

### Property/Asset Protection

- Burglary/Theft
- Business Interruption
- Business package
- Commercial Strata
- Contractors Plant & Equipment
- Fidelity Guarantee/Employee Fraud
- Fire & Perils / Industrial Special Risks
- Flood
- General Property
- Glass Breakage / Signs
- Money

### Liability

- Association Liability
- Cyber Liability
- Contractual Liability
- Drone Liability
- Directors & Officers Liability
- Employment Practices Liability
- Environmental Impairment Liability
- Libel & Slander / Defamation
- Management Liability

- Public and Products Liability
- Product Performance Guarantee
- Product Recall
- Professional Indemnity
- Statutory Liability
- Taxation & Audit Expenses
- Trade Credit

### Marine

- Carriers Liability
- Charters Legal Liability
- Marine Hull
- Marine Inland Transit
- Marine Overseas Transit
- Marine Liability

### Machinery & Electronic Equipment

- Boiler & Pressure Vessel Explosion
- Computer Breakdown & Business Interruption
- Cyber Protection
- Electronic Equipment/ Breakdown
- Machinery Breakdown & Business Interruption

### Commercial Motor

- Heavy Motor / Machinery
- Motor Vehicle
- Motor Vehicle downtime

### Construction

- Advanced Profits
- Construction Risks and Liability
- Contract Works

### Personnel

- Corporate Travel
- Group Personal Accident
- Individual Personal Accident
- Key Person Cover
- Workers Compensation

### Domestic

- Home – Building & Contents
- Landlords
- Strata
- Motor/Boat
- Caravan/Trailer

Any general advice in this document does not take into account your personal objectives, financial situation and needs. Please read the relevant Product Disclosure Statement/Policy Wording before acquiring any product mentioned in this document.



**WORKERS COMPENSATION INSURANCE  
CERTIFICATE OF CURRENCY**

PSC Connect - AR - RP Lync Insurance  
PO Box 7476  
Cloisters Square WA 6850

CGU Workers Compensation  
46 Colin Street  
West Perth WA 6005  
GPO Box M929 PERTH WA 6843  
Telephone: 1300 307 952  
Email: UWworkers@cgu.com.au

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### **1. STATEMENT OF COVERAGE**

This Certificate of Currency is for your workers compensation policy.

<b>This certificate is valid from:</b>	10.32am on 20/09/2024	to	4.00pm on 20/09/2025
<b>The information provided in this certificate is correct at:</b>	30/09/2024		

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### **2. EMPLOYER'S INFORMATION**

Policy Number	State	ABN
O/25-1836	Western Australia	50293047520
<b>Entity Name</b>		
The Owners Of Baynton Apartments Strata Plan 64552		
<b>Trading Name</b>		
The Owners Of Baynton Apartments Strata Plan 64552		
<b>Premium (Industry) Classifications</b>		
67120 Non-Residential Property Operators		

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### **3. IMPORTANT INFORMATION**

#### **Other Interested Parties**

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#### **Aggregate policy limit on liability to pay damages**

\$50,000,000 (in respect of any one event, regardless of how many workers are injured by that event).

#### **Policy Extensions**

Not Applicable

Underwriting Team  
CGU Workers Compensation

EIL1008

Employers are required to ensure that a valid certificate of currency issued by a licensed insurer in respect of a workers compensation policy is available for inspection by WorkCover WA.



CGU Workers Compensation  
GPO Box M929  
PERTH WA 6843  
Telephone 1300 307 952  
UWworkers@cgu.com.au

Client's Copy

## WORKERS COMPENSATION INSURANCE

### NEW POLICY SCHEDULE

PSC Connect - AR - RP Lync Insurance  
PO Box 7476  
CLOISTERS SQUARE, WA 6850

<b>ITEM NO.</b>	:	115578735
<b>ISSUE DATE</b>	:	20/09/2024
<b>WCN</b>	:	
<b>POLICY NO</b>	:	O/25-1836
<b>STATE</b>	:	WA
<b>TEAM</b>	:	UWK
<b>FROM 10.32 AM</b>	:	20/09/2024
<b>TO 4.00 PM</b>	:	20/09/2025

We confirm cover for the period shown and have pleasure in providing the attached Policy document.

**INSURED:** The Owners Of Baynton Apartments Strata Plan  
64552

*ABN: 50 293 047 520      Registered for GST: Yes      Input Tax Credit: 100.00 (%)  
Our records indicate your Input Tax Credit entitlement on this policy is the amount indicated above. Please advise us immediately if your entitlement differs from that indicated.*

**INSURER:** Insurance Australia Limited trading as CGU Workers Compensation

ANZSIC ITEM	BUSINESS DESCRIPTION	CATEGORY OF WORKERS	ESTIMATED REMUNERATION PREMIUM
67120	Non-Residential Property	General Employees	1 305.00
		<b>TOTAL</b>	<b>1 305.00</b>

Underwriting Team  
CGU Workers Compensation

CC 115578735 01

Base Premium	305.00
GST	30.50
Stamp Duty	0.00
<b>Gross Premium</b>	<b>335.50</b>

## Policy Schedule

This Policy Schedule should be read in conjunction with the workers compensation policy and any applicable endorsements.

### Aggregate Policy limit on liability to pay damages: \$50,000,000

Section 202 of the *Workers Compensation and Injury Management Act 2023 (WA) (Act)* does not require an employer to obtain or keep current a policy of insurance for liability to pay an aggregate amount of damages exceeding \$50 million arising out of all claims in respect of a single event.

If We have agreed to add an extension to Your policy that exceeds the minimum insurance required by section 202 of the Act, then the Policy Schedule will state that cover under the extension is included and the increased limit of liability to pay damages will be stated in the endorsement and will replace the 'aggregate policy limit on liability to pay damages' shown above.

If We have agreed to add an extension to Your policy that contains a sub-limit of liability, then the Policy Schedule will state that cover under the extension is included and the sub-limit of liability applicable to the extension will be stated in the endorsement and forms part of, and is not in addition to, the 'aggregate policy limit on liability to pay damages' shown above.



## Important Information

With the implementation of the *WA Workers Compensation and Injury Management Act 2023* (WA) (Act) and the *Workers Compensation and Injury Management Regulations 2024* (Regulations), there is important information you should be aware of regarding your workers compensation policy.

An FAQ document for employers and brokers is available on our website [www.cgu.com.au/business/workers-compensation/wa](http://www.cgu.com.au/business/workers-compensation/wa)

An Employer Information Pack is also available from our website in the 'Forms & downloads' section. This section also contains other important information such as:

- workers compensation general information;
- any recent changes to workers compensation laws;
- sample policy documents and related forms.

Should you wish to obtain a paper-based copy of the Employer Pack or other documents, please contact 1300 307 952.

## Declaration of Remuneration

Under the Act you are required to provide an accurate statement of remuneration in the WorkCover WA approved declaration forms. This section will assist you in completing the **Declaration of Estimated Remuneration** and **Declaration of Actual Remuneration**. WorkCover WA has published detailed WorkCover WA Remuneration Guidelines.

The **WorkCover WA** website [www.workcover.wa.gov.au](http://www.workcover.wa.gov.au) also provides important information on the meaning of 'worker' that will help you understand the types of workers and working arrangements for the statement of remuneration. This includes fact sheets on the meaning of 'worker' and a contractor guide.

### 1. Defining Remuneration

The **WorkCover WA Remuneration Guidelines** provide for a clear definition of 'remuneration' to assist employers to provide a remuneration declaration.

When completing section 3 of the declaration form, you are required to specify the total amount of remuneration paid or payable to your workers over the policy period.

### 2. General workers/employees (section 3.1)

In this section you are required to declare remuneration for general workers or employees covered under a contract of service, including full-time, part-time, casual, seasonal workers, and apprentices, among others. Some contractors and subcontractors may also be classified as workers under a contract of service.

For a more comprehensive definition of a 'worker', please refer to the **WorkCover WA** information sheet definition of 'worker'.

### 3. Premium rating codes (PRC) for employer's business activities (section 3.1)

The premium rating code (PRC) and premium rating class description allocated to your policy are based on your business activities.

The WorkCover WA Industry Classification Order can guide you in identifying the correct PRC and class description.

#### Premium rating codes (PRC) for labour hire

For labour hire employers, the WorkCover WA Industry Classification Order clarifies the correct PRC and class description for the following labour hire arrangements:

- a. labour hire employers supplying predominantly non-clerical staff to host employers
- b. labour hire employers supplying predominantly clerical staff to host employers
- c. workers engaged by a labour hire company to provide administrative services that support the operation of the labour hire company but are not supplied to a host employer, and
- d. companies whose predominant activity is recruitment and job placement services.

If a labour hire employer is supplying staff to a host employer, the host employer's PRC and class description must be identified in section 3.1. We may request you to complete a questionnaire to assist with identifying the correct PRC for host employers.

For more comprehensive information regarding labour hire employers, please refer to the guidelines for labour hire employers on the WorkCover WA website.

#### 4. Working directors (section 3.2)

Companies have the option of covering their company directors under section 16 of the Act. In relation to such companies, a "working director" means a company director (whether or not the director would be a worker if section 16 did not apply):

- a. who does work for or on behalf of the company; and
- b. whose remuneration, by whatever means as a company director of the company is in substance for personal manual labour or services.

This section requires you to provide details of each working director covered under the policy and their remuneration.

It is important to note a working director is not covered under the policy if they are not named in this section along with the statement of remuneration for each working director.

From 1 July 2024 public company directors are no longer excluded. If they require cover under the policy, they must be named on the policy along with the remuneration declaration for the public company director.

The WorkCover WA Remuneration Guidelines set out what constitutes 'remuneration' to assist employers to provide a remuneration declaration with respect to working directors and the significance of the declaration on the amount of income compensation payable if there is a compensation claim.

#### 5. Contractors/subcontractors (section 3.3)

This section requires you to declare the remuneration for contractors/subcontractors that are, or are deemed to be, your workers.

The information below includes important information on the circumstances in which you will be taken to be an employer of contractors or subcontractors and therefore required to make a remuneration declaration in section 3.3 of the declaration form.

##### Remuneration declaration for individual contractor

You are required to declare remuneration for an individual contractor if you engage an individual to do work for your business, and the work performed by the individual is not in the course of or incidental to a trade or business regularly carried out by the individual in their own name or under a business or firm name; and the individual does not sublet the contract; and if the individual employs a worker, the individual performs part of the work personally.

##### Remuneration declaration for contractor's workers

If you're a principal employer with a contractual arrangement with a contractor for work that is directly a part of your trade or business, then both you and the contractor are considered the employers of any workers the contractor may employ.

You are required to declare remuneration for a contractor's workers if:

- a. You are a principal contractor with a contract for work that is directly a part of your trade or business, and
- b. You cannot provide records the contractor who employs the worker holds a workers compensation policy that indemnifies you.

For more comprehensive information regarding contractors, please refer to the technical note on contractors on the WorkCover WA website.

The premium we charge for contractors/subcontractors will be calculated based on the information you declare in Section 3.3.

If you know and can declare the total remuneration amount paid to contractors/subcontractors, your premium will be calculated on 100% of the amounts you declare.



If you do not know the total remuneration amount and declare the total contract value instead, your premium will be calculated based on the labour only component of the total contract value. The labour only component will be calculated on the following basis

Type of contract	% of Total contract value for labour only Component
Labour only	Multiply by: 90%
Labour & tools	Multiply by: 90%
Labour & Plant	Multiply by: 50%
Labour & materials	Multiply by: 40%
Labour, plant & materials	Multiply by: 30%

## Records

Employers must keep records for not less than 7 years after the record was made, including supporting information to declarations of remuneration for each period of insurance.

## Offences for non-compliance

It is important the information you provide in the remuneration declaration is accurate and does not contain any false, misleading, or incomplete information.

An employer who fails to provide the remuneration declaration or provides information in the declaration that the employer knows to be false or misleading in a material particular commits an offence. A fine of up to \$10,000 in respect of each of the employer's workers to whom the offence relates may apply.

Also be aware it is an offence to contract out of an employer's liabilities under the Act or to engage in workers compensation avoidance arrangements (also known as sham contracting). For further information, please refer to the technical note on contractors on the WorkCover WA website.

## General Information

### Policy Wording

Policy Wording WOR0059A REV7 06/24 applies to your policy.

A copy of the Policy Wording is available on our website in the Forms and downloads section

[www.cgu.com.au/business/workers-compensation/wa](http://www.cgu.com.au/business/workers-compensation/wa).

### Certificate of Currency

Employers are legally required to keep a current policy of insurance and must ensure that the current certificate of currency issued by the insurance company is available for inspection by WorkCover WA.

### Contractual Obligations

Please inform us if you have entered or intend to enter any contractual arrangements whereby you agree to indemnify or hold harmless any principal or other person.

### How CGU protects your privacy

We use information provided by our customers to allow us to offer our products and services. This means we may need to collect your personal information, and sometimes sensitive information about you as well (for example, health information for travel insurance). We will collect this information directly from you where possible, but there may be occasions when we collect this information from someone else.

CGU will only use your information for the purposes for which it was collected, other related purposes and as permitted or required by law. You may choose not to give us your information, but this may affect our ability to provide you with insurance cover.

We may share this information with companies within our group, government and law enforcement bodies if required by law and others who provide services to us or on our behalf, some of which may be located outside of Australia.

For more details on how we collect, store, use and disclose your information, please read our Privacy Policy located at [www.cgu.com.au/privacy](http://www.cgu.com.au/privacy). Alternatively, contact us at [privacy@cgu.com.au](mailto:privacy@cgu.com.au) or 13 15 32 and we will send you a copy. We recommend that you obtain a copy of the Policy and read it carefully.

By applying for, using or renewing any of our products or services, or providing us with your information, you agree to this information being collected, held, used and disclosed as set out in the Policy.

Our Privacy Policy also contains information about how you can access and seek correction of your information, complain about a breach of the privacy law, and how we will deal with your complaint.



## Important Update Regarding Workers Compensation Legislation in Western Australia

Dear valued customers,

We want to keep you informed about the recent changes to workers compensation legislation in Western Australia.

As of 1 July 2024, the new *Workers Compensation and Injury Management Act 2023 (WA) (Act)* and *Workers Compensation and Injury Management Regulations 2024 (WA) (Regulations)* comes into effect. This legislation has been modernised in a way which provides clarity and certainty for stakeholders within the workers compensation system while preserving fundamental aspects of the scheme.

### What you need to know:

- Forms and Documents:** We are actively working to fully transition our forms and documents to reflect the new Act and Regulations. Our commitment is to provide seamless service during this transition period. You may encounter some forms and documents that still refer to the old legislation. Rest assured, the Act and Regulations will apply to any new policies issued, or claims received, from 1 July 2024.
- Frequently Asked Questions (FAQ):** For more detailed information, visit our FAQ link for Employers and Brokers available on our website <https://www.cgu.com.au/business/workers-compensation/wa>. This is an important guide to assist you in understanding your responsibilities, obligations and the key legislative changes in accordance with the new Act and Regulations.

### How to Stay Informed:

- \* Visit our website: Learn more about the Act and Regulations.
- \* Contact our customer support: If you have specific questions or need assistance, our dedicated team is here to help.

Thank you for your continued trust in CGU. We remain committed to supporting you and your workforce through these changes.

Sincerely,

Underwriting Team  
CGU Workers Compensation



# INSURANCE MANAGEMENT DISCLOSURE

Richardson Strata Management Services is committed to maintaining transparency and trust in all our dealings. In alignment with the Strata Community Association (SCA) Insurance Best Practice Guides, we provide full disclosure of all fees and commissions earned from insurance services. This document outlines the key elements of our insurance management process and the financial items disclosed.

## DISCLOSURE OF FINANCIAL ITEMS

The SCA Best Practice Guide recommends the disclosure of the following eight financial items as part of the strata insurance quotation and invoicing processes:

- BASE PREMIUM:** The premium quoted by the Underwriter to the Broker or Strata Manager (intermediary). The base premium may include commission. It can be further detailed as a base premium gross (includes commission) or base premium net (excludes commission).
- ESL OR FSL (EMERGENCY SERVICES LEVY OR FIRE SERVICES LEVY):** The amount added to a quotation or bill for strata insurance mandated by the local jurisdiction. If other mandatory government charges or fees are included in the billing jurisdiction, they should be listed here.
- STAMP DUTY:** A duty charged by all jurisdictional (state or territory) governments on all strata insurance policies, except for the Australian Capital Territory (ACT).
- UNDERWRITING AGENCY FEE:** A fee charged by the Underwriting Agency for work related to the placement of the strata insurance policy.
- BROKER FEE:** An amount added by the Broker to the invoice received from the Underwriter, included in the Broker's invoice to the Strata Company.
- GST (Goods and Services Tax):** An Australian/Federal Government tax charged on all components of the premium and other insurance charges, excluding Stamp Duty.
- COMMISSION:** The amount included within the base premium, paid or credited by the Underwriter to the Broker or Strata Manager.
- ALLOCATION OF STRATA INSURANCE REMUNERATION:** Details the sharing arrangement between the Strata Manager and Broker of total fees and/or commissions, expressed as a percentage and/or total dollar value.

## SCHEDULE OF INSURANCE – STRATA PLAN

The table below shows the disclosed financial items for the previous and current year:

FINANCIAL ITEM	LAST YEAR		THIS YEAR
	20.09.23 – 20.09.24		20.09.24 – 20.09.25
BASE PREMIUM	\$123,441	\$133,787	\$305
ESL OR FSL	N/A	N/A	N/A
STAMP DUTY	\$13,569	\$14,717	Nil
UNDERWRITING AGENCY FEE	\$105	\$150	Nil
BROKER FEE	\$18,126	\$18,000	\$100
GST	\$14,166	\$15,193	\$40
TOTAL INSURANCE COSTS (INCL. GST)	\$169,410	\$181,849	\$446
COMMISSION	Nil	Nil	Nil
ALLOCATION OF STRATA INSURANCE REMUNERATION	\$4,400 (SM - IMF) \$18,126 (Broker)	\$5,500 (SM - IMF) \$18,100 (Broker)	
TOTAL STRATA INSURANCE REMUNERATION	\$22,526		\$23,600

## COMPULSORY INSURANCE COVER

We recognise the intricate nature of insurance legislation, and the compliance risks it poses. Your Strata Company is required to comply with various insurance provisions of the Strata Titles Act, 1985 (WA) ("Act") and Section 97 sets out the full insurance requirements. These requirements are insured under the current policy, details of which are shown on the attached Insurance documentation & Certificate of Currency.

## BUILDINGS, FIXTURES, AND IMPROVEMENTS

The Sum Insured for 'Buildings' must be for the replacement value as defined by the Act. We recommend that an independent valuation be carried out at a minimum of three yearly intervals to ensure that this cover is kept in line with current and projected building replacement costs and other increases in expenditure with annual desktop valuations in between.

## PUBLIC LIABILITY

In the case of public liability risks, the minimum amount under the Act is \$10 million. Many Strata Companies now insure for a minimum of \$20 million in Residential Schemes and up to \$50 million where there is any commercial use of lots or common property. We recommend that the Strata Scheme review this.

## WORKERS COMPENSATION

Workers' compensation insurance is a mandatory requirement for strata buildings in Western Australia, and this has been duly factored into and included in your policy.

## DISCRETIONARY INSURANCE COVER

In addition to the compulsory insurances required under the Act, a Strata Company also has other risks it should consider covering because of its financial or legal responsibilities for which it may become liable. The Strata Company has the discretionary power to insure for other risks such as personal accident for voluntary workers, fidelity guarantee, office bearer's liability, machinery breakdown, catastrophe cover, government audit costs, and proprietors' fixtures and improvements.

## DISCLOSURE OF INSURANCE-RELATED DEFECTS

If in acting as Strata Managers, we are notified of an insurance related defect and as agent or distributor we are required to disclose the defect to the insurer, we will not neglect our duty/responsibility based on advice from the Council of a Strata Company not to notify the insurer of the defect.

## IMPORTANT NOTICE

When seeking and comparing your existing policy with other quotations, ensure there is a 'like for like' comparison to avoid any reduction in cover or increase in risk for the Strata Company and its owners. For more information, please speak to your Strata Manager or your Broker.

## GENERAL ADVICE WARNING

The above information is not personal advice. This advice is general only, and before making a decision to insure, the Product Disclosure Statement and Financials Services Guide should be carefully reviewed, which are held as part of the records of the Strata Company.

## DECLARING A SHAREHOLDING IN ANOTHER BUSINESS

K Richardson, R Murphy, and K Murphy, Directors of Richardson Strata Management Services (RSM Strata Investments Pty Ltd) is related by a separate entity and are minor shareholders in Lync Insurance Brokers Pty Ltd.

Lync Insurance Brokers Pty Ltd is not directly affiliated with Richardson Strata Management Services (RSM Strata Investments Pty Ltd).



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Proposed Budget

Financial Period

01/12/2024 - 30/11/2025

**64552**

### 55 Gardugarli Drive BAYNTON

#### Administrative Fund

	Proposed Budget	Actual	Accepted Budget
	01/12/24 - 30/11/25	01/12/23 - 30/11/24	01/12/23 - 30/11/24
<b>Income</b>			
<b>Debt Collection Recoveries</b>			
Debt Collection Recoveries	\$0.00	\$600.00	\$0.00
<b>Interest</b>			
Interest On Levy Arrears	\$0.00	\$1,504.40	\$0.00
<b>Levy Income</b>			
Levies Due	\$800,000.00	\$927,272.68	\$927,272.73
<b>Other Income</b>			
Status Certificate Fees*	\$0.00	\$7,280.00	\$0.00
<b>Total Income</b>	<b>\$800,000.00</b>	<b>\$936,657.08</b>	<b>\$927,272.73</b>
<b>Expenses</b>			
<b>Accounting, Taxation &amp; Banking</b>			
BAS / GST Preparation	\$400.00	\$400.00	\$400.00
Accounting	\$150.00	\$150.00	\$150.00
<b>Air Conditioning</b>			
Airconditioning Maintenance	\$10,000.00	\$5,210.00	\$12,500.00
<b>Building Administration</b>			
Retrieval & Storage	\$144.00	\$144.00	\$144.00
Management Fees - Standard	\$21,500.00	\$20,872.68	\$20,872.73
Management Fees - Non Standard	\$400.00	\$210.00	\$400.00
Meeting Fee	\$150.00	\$150.00	\$150.00
Postage & Petties	\$200.00	\$170.90	\$150.00
Debt Collection	\$0.00	\$600.00	\$0.00
Portal Access	\$300.00	\$300.00	\$300.00
Creditor Compliance	\$300.00	\$300.00	\$300.00
Travel Expenses	\$1,500.00	\$0.00	\$1,500.00
<b>Building General</b>			
Gym Equipment	\$2,500.00	\$1,350.00	\$2,500.00
<b>Building General Contract</b>			
Building Management *	\$232,000.00	\$223,084.97	\$195,000.00
<b>Cleaning</b>			
Cleaning/Gardening Contract	\$19,500.00	\$19,104.32	\$19,500.00
<b>Electrical</b>			
Electrical - General	\$12,000.00	\$10,908.15	\$10,000.00
Thermal Scan	\$1,600.00	\$0.00	\$0.00
<b>Fire Control Contract</b>			
Fire Protection Contract	\$13,000.00	\$12,050.44	\$12,000.00
Fire Equipment Repairs/Replacement	\$12,000.00	\$4,493.30	\$5,000.00
<b>Garden &amp; Grounds</b>			
Plants	\$1,600.00	\$964.22	\$2,500.00

Report Date: 8th April 2025



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## Proposed Budget

Financial Period

01/12/2024 - 30/11/2025

**64552**

### 55 Gardugarli Drive BAYNTON

#### Administrative Fund

	Proposed Budget	Actual	Accepted Budget
	01/12/24 - 30/11/25	01/12/23 - 30/11/24	01/12/23 - 30/11/24
<b>Insurance</b>			
Premiums	\$180,000.00	\$153,480.18	\$250,000.00
Stamp Duty	\$18,000.00	\$14,827.79	\$22,000.00
Valuation	\$0.00	\$2,060.00	\$2,200.00
Insurance - Annual Management Fee	\$5,000.00	\$5,000.00	\$5,000.00
<b>Lift Maintenance Contract</b>			
Lift Contract	\$21,400.00	\$21,337.05	\$21,400.00
<b>Lift Repairs</b>			
Lift Repairs	\$5,000.00	\$1,469.50	\$5,000.00
<b>Maintenance &amp; Repairs</b>			
General Repairs	\$40,000.00	\$40,106.82	\$40,000.00
Floor Tile Cleaning	\$12,000.00	\$6,000.00	\$0.00
Outdoor Furniture	\$4,000.00	\$3,087.27	\$4,000.00
Fire Equipment Repairs	\$0.00	\$0.00	\$20,000.00
Shade Sails	\$5,000.00	\$0.00	\$0.00
<b>Other</b>			
WHS Reports	\$0.00	\$2,067.27	\$2,200.00
<b>Pest Control</b>			
Pest Control*	\$4,000.00	\$2,700.00	\$4,000.00
<b>Plumbing</b>			
Plumbing & Drainage	\$16,000.00	\$18,548.78	\$10,000.00
HWS Repairs & Replacements	\$10,000.00	\$0.00	\$0.00
<b>Pool Area, Gym &amp; General Amenities</b>			
<b>Contract</b>			
Pool Service	\$14,000.00	\$16,514.98	\$13,000.00
<b>Security &amp; Intercom</b>			
Telephone Charges	\$3,200.00	\$2,975.96	\$3,300.00
<b>Electricity</b>			
Electricity*	\$115,000.00	\$105,651.95	\$115,000.00
<b>Water</b>			
Water Consumption*	\$18,000.00	\$18,554.82	\$18,000.00
<b>Miscellaneous</b>			
Transfer To Reserve Fund	\$0.00	\$500,000.00	\$500,000.00
Status Certificate Fees Paid	\$0.00	\$7,840.00	\$0.00
<b>Total Expenses</b>	<b>\$799,844.00</b>	<b>\$1,222,685.35</b>	<b>\$1,318,466.73</b>
GST		\$76,384.40	\$77,846.67

Report Date: 8th April 2025



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## Proposed Budget

Financial Period

01/12/2024 - 30/11/2025

**64552**

### 55 Gardugarli Drive BAYNTON

#### Administrative Fund

	Proposed Budget	Actual	Accepted Budget
	01/12/24 - 30/11/25	01/12/23 - 30/11/24	01/12/23 - 30/11/24
<b>Surplus / Deficit</b>	<b>\$156.00</b>	<b>(\$286,028.27)</b>	<b>(\$391,194.00)</b>
Opening Administrative Balance	\$488,966.14	\$774,994.41	\$774,994.41
<b>Administrative Fund Balance</b>	<b>\$489,122.14</b>	<b>\$488,966.14</b>	<b>\$383,800.41</b>
Number of units of entitlement:	1000		1000
Amount per unit of entitlement:	\$800.00		\$927.27



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## Proposed Budget

Financial Period

01/12/2024 - 30/11/2025

**64552**

### 55 Gardugarli Drive BAYNTON

#### Reserve Fund

	Proposed Budget	Actual	Accepted Budget
	01/12/24 - 30/11/25	01/12/23 - 30/11/24	01/12/23 - 30/11/24
<b>Income</b>			
<b>Interest</b>			
Interest On Levy Arrears	\$0.00	\$99.27	\$0.00
<b>Levy Income</b>			
Levies Due	\$60,000.00	\$60,000.00	\$60,000.00
<b>Other Income</b>			
Transfer From Admin Fund	\$0.00	\$500,000.00	\$500,000.00
<b>Total Income</b>	<b>\$60,000.00</b>	<b>\$560,099.27</b>	<b>\$560,000.00</b>
<b>Expenses</b>			
<b>Fire Control</b>			
Fire Tank Waterproofing	\$0.00	\$29,628.00	\$39,600.00
<b>Garden &amp; Grounds</b>			
Landscaping	\$50,000.00	\$0.00	\$0.00
Reticulation Repairs	\$12,000.00	\$0.00	\$0.00
Pedestrian Gates	\$30,000.00	\$0.00	\$0.00
<b>Maintenance &amp; Repairs</b>			
Painting Internal	\$0.00	\$151,500.00	\$160,000.00
Line Marking & Signage	\$0.00	\$17,415.00	\$16,960.00
Roof Plumbing	\$15,000.00	\$0.00	\$15,000.00
Pool Paving	\$12,000.00	\$0.00	\$12,000.00
Anchor Points	\$45,000.00	\$0.00	\$0.00
Fencing	\$18,000.00	\$0.00	\$0.00
Storeroom Doors	\$30,000.00	\$0.00	\$0.00
Painting External	\$100,000.00	\$0.00	\$0.00
<b>Security &amp; Intercom</b>			
CCTV	\$0.00	\$0.00	\$16,000.00
Intercom	\$40,000.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$352,000.00</b>	<b>\$198,543.00</b>	<b>\$259,560.00</b>
GST	\$32,200.00		\$25,956.00
<b>Surplus / Deficit</b>	<b>(\$292,000.00)</b>	<b>\$361,556.27</b>	<b>\$300,440.00</b>
Opening Reserve Balance	\$493,113.48	\$131,557.21	\$131,557.21
<b>Reserve Fund Balance</b>	<b>\$201,113.48</b>	<b>\$493,113.48</b>	<b>\$431,997.21</b>
Number of units of entitlement:	1000		1000
Amount per unit of entitlement:	\$60.00		\$60.00

Report Date: 8th April 2025



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## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
1	1	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
2	4	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
3	3	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
4	2	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
5	15	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
6	18	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



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## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
7	17	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
8	16	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
9	57	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
10	56	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
11	55	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
12	58	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



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## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
13	71	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
14	70	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
15	69	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
16	72	11	Administrative Reserve	01/12/24 \$2,420.00	01/03/25 \$2,420.00	01/06/25 \$2,420.00	01/09/25 \$2,420.00	\$9,680.00
				01/12/24 \$181.50	01/03/25 \$181.50	01/06/25 \$181.50	01/09/25 \$181.50	\$726.00
				\$2,601.50	\$2,601.50	\$2,601.50	\$2,601.50	\$10,406.00
17	34	13	Administrative Reserve	01/12/24 \$2,860.00	01/03/25 \$2,860.00	01/06/25 \$2,860.00	01/09/25 \$2,860.00	\$11,440.00
				01/12/24 \$214.50	01/03/25 \$214.50	01/06/25 \$214.50	01/09/25 \$214.50	\$858.00
				\$3,074.50	\$3,074.50	\$3,074.50	\$3,074.50	\$12,298.00
18	33	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00

Report Date: 8th April 2025



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## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
19	32	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
20	31	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
21	30	13	Administrative Reserve	01/12/24 \$2,860.00	01/03/25 \$2,860.00	01/06/25 \$2,860.00	01/09/25 \$2,860.00	\$11,440.00
				01/12/24 \$214.50	01/03/25 \$214.50	01/06/25 \$214.50	01/09/25 \$214.50	\$858.00
				\$3,074.50	\$3,074.50	\$3,074.50	\$3,074.50	\$12,298.00
22	29	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
23	5	13	Administrative Reserve	01/12/24 \$2,860.00	01/03/25 \$2,860.00	01/06/25 \$2,860.00	01/09/25 \$2,860.00	\$11,440.00
				01/12/24 \$214.50	01/03/25 \$214.50	01/06/25 \$214.50	01/09/25 \$214.50	\$858.00
				\$3,074.50	\$3,074.50	\$3,074.50	\$3,074.50	\$12,298.00
24	8	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
25	7	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
26	6	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
27	19	13	Administrative Reserve	01/12/24 \$2,860.00	01/03/25 \$2,860.00	01/06/25 \$2,860.00	01/09/25 \$2,860.00	\$11,440.00
				01/12/24 \$214.50	01/03/25 \$214.50	01/06/25 \$214.50	01/09/25 \$214.50	\$858.00
				\$3,074.50	\$3,074.50	\$3,074.50	\$3,074.50	\$12,298.00
28	22	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
29	21	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
30	20	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
31	61	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
32	60	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
33	59	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
34	62	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
35	75	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
36	74	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
37	73	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
38	76	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
39	41	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
40	40	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
41	39	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
42	38	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
43	37	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
44	36	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
45	35	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
46	9	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
47	12	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
48	11	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
49	10	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
50	23	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
51	26	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
52	25	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
53	24	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
54	65	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
55	64	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
56	63	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
57	66	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
58	79	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
59	78	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
60	77	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

01/12/2024 - 30/11/2025

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
61	80	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
62	48	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00
63	47	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
64	46	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
65	45	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				\$2,128.50	\$2,128.50	\$2,128.50	\$2,128.50	\$8,514.00
66	44	14	Administrative Reserve	01/12/24 \$3,080.00	01/03/25 \$3,080.00	01/06/25 \$3,080.00	01/09/25 \$3,080.00	\$12,320.00
				01/12/24 \$231.00	01/03/25 \$231.00	01/06/25 \$231.00	01/09/25 \$231.00	\$924.00
				\$3,311.00	\$3,311.00	\$3,311.00	\$3,311.00	\$13,244.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
67	43	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
68	42	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				\$2,838.00	\$2,838.00	\$2,838.00	\$2,838.00	\$11,352.00
69	13	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				\$3,784.00	\$3,784.00	\$3,784.00	\$3,784.00	\$15,136.00
70	14	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				\$3,784.00	\$3,784.00	\$3,784.00	\$3,784.00	\$15,136.00
71	27	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				\$3,784.00	\$3,784.00	\$3,784.00	\$3,784.00	\$15,136.00
72	28	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				\$3,784.00	\$3,784.00	\$3,784.00	\$3,784.00	\$15,136.00

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
73	68	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$15,136.00</b>
74	67	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$15,136.00</b>
75	82	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$15,136.00</b>
76	81	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$15,136.00</b>
77	54	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$8,514.00</b>
78	53	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$8,514.00</b>

Report Date: 8th April 2025



138 Burswood Road  
Burswood WA 6100

Telephone: 9472 1833  
Facsimile: 9355 5299

## Contribution Summary

**01/12/2024 - 30/11/2025**

**64552**

**55 Gardugarli Drive BAYNTON**

Lot	Unit	UoE	Fund	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
79	52	16	Administrative Reserve	01/12/24 \$3,520.00	01/03/25 \$3,520.00	01/06/25 \$3,520.00	01/09/25 \$3,520.00	\$14,080.00
				01/12/24 \$264.00	01/03/25 \$264.00	01/06/25 \$264.00	01/09/25 \$264.00	\$1,056.00
				<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$3,784.00</b>	<b>\$15,136.00</b>
80	51	9	Administrative Reserve	01/12/24 \$1,980.00	01/03/25 \$1,980.00	01/06/25 \$1,980.00	01/09/25 \$1,980.00	\$7,920.00
				01/12/24 \$148.50	01/03/25 \$148.50	01/06/25 \$148.50	01/09/25 \$148.50	\$594.00
				<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$2,128.50</b>	<b>\$8,514.00</b>
81	50	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$11,352.00</b>
82	49	12	Administrative Reserve	01/12/24 \$2,640.00	01/03/25 \$2,640.00	01/06/25 \$2,640.00	01/09/25 \$2,640.00	\$10,560.00
				01/12/24 \$198.00	01/03/25 \$198.00	01/06/25 \$198.00	01/09/25 \$198.00	\$792.00
				<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$2,838.00</b>	<b>\$11,352.00</b>
		<b>1000</b>	<b>TOTAL</b>	<b>\$236,500.00</b>	<b>\$236,500.00</b>	<b>\$236,500.00</b>	<b>\$236,500.00</b>	<b>\$946,000.00</b>

Report Date: 8th April 2025

## Baynton Apartments Strata Plan 64552

### Nomination for Election to Council- AGM

**1. Proprietor/s nominating him or herself, a co-proprietor or in the case of a corporate, itself.**

The Chairman

The Owners of Baynton Apartments Strata Plan 64552

I/we \_\_\_\_\_

being Co-proprietors/proprietor of lot \_\_\_\_\_ hereby nominate (please print)

..... (name of the person or corporate proprietor who is being nominated) as a candidate for election to the Council at the Annual General Meeting of the Strata Company to be held on Tuesday 6th May 2025 or at any adjournment thereof.

**Name/s of nominator/s (please print):**

**Signature/s of nominator/s:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*\*Director/Secretary/Attorney/Officer/Agent*

(\*in the case of an incorporated proprietor, the signatory must delete those not applicable)

Dated: \_\_\_\_\_

### Consent to Nomination for Election to Council

I/we \_\_\_\_\_

hereby advise that I/we consent to being nominated as a candidate for election to the Council of the Strata Company at the Annual General Meeting to be held on Tuesday 6th May 2025 (or at any adjournment thereof) and, if elected, to serve as a member of the Council.

Name: \_\_\_\_\_ (Please print) of lot: \_\_\_\_\_

Signature of Nominee: \_\_\_\_\_ Dated: \_\_\_\_\_

*\*Director/Secretary/Attorney/Officer/Agent*

(\*in the case of an incorporated proprietor, the nominee must delete those not applicable:)

**Notes:**

1. This form of nomination and consent to nomination must be in the hands of the Chairperson of the Annual General Meeting prior to the close of nominations for that election.
2. In the case of a **sole proprietor** written consent is only required if the candidate, being a natural person, is not personally present at the meeting.
3. In the case of **co-proprietors** of a lot the nomination must be in favour of one co-proprietor and signed by all co-proprietors, including the nominee.
4. In the case of a **corporate proprietor** the nomination and consent must be in writing and need to be signed by a properly authorised person.)



## Richardson Strata Management Services

(08) 9472 1833

(08) 9355 5299

reception@richardsonstrata.com.au

138 Burswood Road, BURSWOOD  
WA 6100

www.richardsonstrata.com.au

15 April 2025

Baynton Apartments  
55 Gardugarli Drive  
BAYNTON WA 6714

Dear Sir / Madam,

In accordance with Schedule 1, by law 8 (2)(a), we provide notice that a Council Meeting will be held directly after the completion of the General Meeting being held Tuesday 6th May 2025 at ZOOM  
Meeting ID: 893 9340 6985  
Passcode: 64552.

### **AGENDA**

1. Appointment of Office Bearers
  - Chairperson
  - Secretary
  - Treasurer
2. Invoice Approval arrangements
 

*Where possible, the treasurer should be responsible for approving payment of invoices for the Strata Company. Any alternative arrangements are to be clearly documented.*
3. Business Arising from Annual General Meeting
4. Any other business / Date for next Council Meeting

Closure of Meeting

