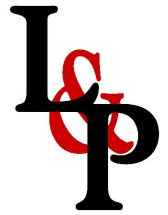


Application

JOB: _____

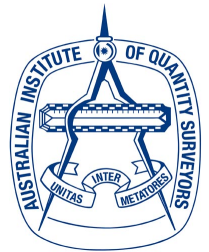
TASK: _____

MDA:



**Leary
&
Partners
Pty Ltd**

ACN 010 134 148
ABN 32 010 134 148



**Quantity
Surveyors**

**Taxation
Depreciation
Consultants**

**Asset
Management
Consultants**

**Registered Tax
Agent 53798007**

CAPITAL WORKS PLAN

8 Mar 2023

Order No: P86213

Site	Building Name	SETTLERS GREEN DP77665
	Address	61 QUARTER SESSIONS ROAD WESTLEIGH 2120
	Strata Plan No. / Real Property Desc.	_____
	Lots in building	1
	Client Reference No.	_____

Applicant	THE OWNERS DP77665	
Postal Address:	ATTN: JAMES SCOTT	
Telephone	(W) (AH)	Fax (W) (AH)
Email	james_scott@amp.com.au	

Fees (Valid for 90 days)	Capital Works Plan	\$2000.00
	Quote	\$2000.00
	GST	\$200.00
	Total Fee	\$2200.00

To enable us to prepare the capital works plan please supply the following information.

- Is the capital works plan to commence from the 1st day of the next owners corporation financial year? Yes No
- On what date is the plan to commence?/...../.....
- Have the capital works fund levies already been set for a period after the forecast is to commence? (Please note: If 'Yes' - the levies already struck may not match those recommended in the forecast.) Yes No
- What is the expected CW balance at plan commencement date? \$.....
- Is the owners corporation registered for GST? Yes No
- On what date do you require the report?/...../.....
- Is there a person you wish us to contact to discuss any issue(s) about the scheme?
Contact Person Ph

Telephone
1800 808 991
07 3858 8222
Postal Address
The Administrator
PO Box 38
Toowong QLD 4066
E-mail
enquiries@leary.com.au
Internet
www.leary.com.au
Offices
• Brisbane • Sydney
• Melbourne • Perth
All states serviced
See area maps at
leary.com.au/areas-covered/

continued next page

... Service you can rely on

8. Are you aware of any existing major structural or water ingress problems affecting the property? Yes No
9. Please supply a copy of the owners corporation's Contracts Register.
OR
If applicable the name of the company which maintains the lift?
.....Ph.....
10. i. If possible, advise the year in which the owners corporation last painted the exterior of the buildings in the scheme (for which it is responsible). Year Unknown N/A
- ii. If painted within the last 3 years, what was the cost of the external painting? \$.....
- 11.
- Site contact:** **Ph:**

Leary and Partners will calculate your CW Plan based on this information. Additional fees will apply if changes to this information are advised after the plan is prepared.

Additional Notes

- Site visit to collect essential data

Please supply a current copy of the lot entitlement scheme when commissioning this service.

Remittance: Payment is required on receipt of invoice

Invoice to: THE OWNERS DP77665

.....
Please nominate the name of the entity you wish to be invoiced. If you are acting as an agent for the entity, your signature will be taken as proof of authority to act on behalf of the entity.

Authority: I authorise Leary & Partners to proceed with the above job as set out in the accompanying quotation

Cancellations may attract a cancellation fee.

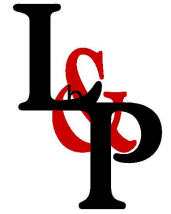
SIGNATURE OF APPLICANT:

Please note that we require the return of the completed application before we can proceed with the production of your report.

Quotation

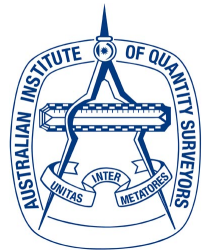
THE OWNERS DP77665
ATTN: JAMES SCOTT

8 Mar 2023
Order No: P86213



**Leary
&
Partners
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ACN 010 134 148
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PO Box 38
Toowong QLD 4066

E-mail
enquiries@leary.com.au

Internet
www.leary.com.au

Offices
• Brisbane • Sydney
• Melbourne • Perth

All states serviced
See area maps at

leary.com.au/areas-covered/

Thank you for your enquiry in relation to our services.
Please find enclosed the application form, as requested, for:

Property **SETTLERS GREEN**
Service **CAPITAL WORKS PLAN**
Quote **\$2000.00 + GST \$200.00 = \$2200.00**

The quoted fee includes for the following:

- Site visit to collect essential data
- Review provided survey/architectural plans and consult with nominated site representative/facility manager
- Obtain essential financial details
- Request information about the condition of existing plant and equipment from nominated service contractors
- Identify maintenance, repair, renewal and replacement work foreseeably occurring during the plan period
- Measure relevant work quantities and estimate the costs of work items
- Estimate the next occurrence and life cycles of work items
- Calculate an annual forecast of expenditure and recommend annual fund contributions
- Prepare the final report
- Set up files to allow future updating (hard copy & computer)
- Reasonable amendments to report (or draft report if applicable) if requested within three (3) months

This service is limited to forecasting, for budgetary purposes, the timing and cost of major repair and replacement works that are typical, foreseeable and cyclical in nature. Work cost estimates will be based on a like-with-like basis.

This quotation does not include:

- investigation of major structural defects or specialist service faults (e.g. lifts, air-conditioning or fire services). If we become aware of such issues during the course of our general inspection, we will advise you so that you can commission the relevant specialist investigation;
- identification or management of asbestos, flammable materials or other safety hazards;
- researching and estimating the cost of refurbishment/upgrade works.

We will include allowances for these items in our report if you provide the relevant costs and timing.

We will inspect those areas of the scheme which can be safely accessed and viewed from general pedestrian areas without requiring specialist equipment or access into/through private lot areas.

This report is a financial planning document intended to assist you to budget for the long-term, foreseeable

All of the above are subject to rigorous quality assurance procedures.

Where an inspection is required, L&P will make every endeavour to arrange this with the specified contact within normal working hours. If for reasons beyond our control we are unable to arrange an inspection, it will then become the client's responsibility to arrange for a mutually agreeable inspection time and date. Where an inspection is arranged and then cancelled by either the client, the inspection contact or the tenant, L&P will reschedule the inspection for the next available time within our inspection programme. An additional inspection fee may also apply.

Please forward the completed application form. Once we receive the above information, we will proceed immediately with the production of your report. This quotation is valid for 90 days from the above date.

With Compliments *Ryan Marriott*

... Service you can rely on

Premium Capital Works Plans



Leary & Partners

Quantity Surveyors, Australia wide

Established 1977 ...Ask for a Leary Report by name

We invented Sinking Fund Forecasts

We are proud to be the company that introduced the concept of professional sinking fund forecasts to the strata title industry in Australia (with Body Corporate Services in Queensland in 1990). This is the service on which NSW capital works plan legislation is based.

40+ years of service has made us the best

Our company has prepared reports on more than 15,000 strata titled buildings of all sizes around Australia. Some of the more iconic complexes include Central Park, Dee Why Grand and Jacksons Landing (Sydney), Hope Island Resort (Gold Coast), Riparian Plaza (Brisbane), Yarra's Edge (Melbourne) and Observation Rise (Perth). We have provided more than 34,000 individual reports to strata owners.

Our premium Capital Works Plans include

- Your report prepared by a qualified Quantity Surveyor**
- No additional charge for report revisions ***
- 5 years of free professional telephone advice regarding your Capital Works Plan Report ***

And more, go to <https://www.leary.com.au/sff> for details

Capital Works Plans can help protect your investment

It is important to recognise that commissioning and following a professionally prepared capital works plan ensures that sufficient funds will be available to keep your building functioning efficiently and looking good. This protects your investment in the building both during the period you own your unit and when you decide to sell.

A professionally prepared capital works plan also demonstrates to prospective buyers that provision has been made for future replacement and large maintenance requirements. Purchasers are becoming better informed and are learning to ask questions in relation to administrative and capital works fund budgets. A Leary & Partners' premium Capital Works Plan is an effective tool to protect your property investment into the future.



*within reasonable commercial limits, ask about our fair service policy for more information

AIQS MEMBERS



We offer over 12 different services. It makes sense to take advantage of our expertise.

AIQS
AUSTRALIAN
INSTITUTE OF
QUANTITY
SURVEYORS