SVN Strata Pty Ltd
Level 10, 12 St Georges Tce
Perth WA 6000
ABN. 94 127 369 064
T: 08 9427 7955

NOTICE OF ANNUAL GENERAL MEETING

The Owners of 168 Banksia Street, Tuart Hill - Strata Plan 11382

Friday, 29 August 2025 at 04:30 PM

At SVN Perth - Level 10, 12 St Georges Terrace, Perth

Zoom Meeting ID: 814 9390 4975 Passcode: 223952

This Notice is issued on 13/08/2025, at least 14 days prior to the scheduled date of the meeting.

Verification of Proxies & Formalities of Meeting

- Verify valid proxies received.
- Registration of those personally present or represented by proxy whom are eligible to vote.
- Registration of those present by invitation.
- Record apologies received.
- Votes to ordinary resolutions at general meetings, to any matter, are to be decided by a simple show of hands unless a particular lot owner requests a Poll Vote to where a matter will then be settled by votes based on Unit Entitlement.
- All motions tabled in this meeting are ordinary resolutions, unless stated otherwise.

1 Appointment of Chairperson

That the Strata Manager be appointed as Chairperson of the meeting.

2 Confirmation of Previous Minutes

That the minutes of the previous General Meeting held on 17/07/2024 be confirmed as a true record of the meeting.

3 Adoption of Financial Statements

That the financial statements for the period ending 30/06/2025 be adopted as presented.

Please note: *In order to resolve any queries in regards to this Notice or to the included Financial Statements, a request must be submitted to SVN Strata via email to info@svnperth.com no later than 3 business days prior to the meeting taking place.*

4 Authorisation for Recovery Actions

That the Strata Company authorises SVN Strata to proceed with SVN Strata's Debt Recovery Procedure as outlined in the fee schedule provided in the Notice of Annual General Meeting, and to engage and instruct solicitors on behalf of the Strata Company to recover any outstanding contributions or other monies owed to the Strata Company by any person or company.

Please note: *The authority shall be reviewed annually at the Annual General Meeting of the Strata Company.*

5 Renewal of Insurance Policy

That, unless instructed otherwise by the Council of Owners, SVN Strata is to renew the current insurance policy before its expiry date at the sums reasonably suggested by the insurer and to include workers' compensation cover if it is not part of the standard coverage.

Explanatory note: *As required under Section 127(3)(c) of the Strata Titles Act, the insurance schedule is included in this Notice (within the summary of accounts). The PDS & FSG is available to all Owners upon request. Workers' compensation may be included in some policies but may also require additional coverage if necessary.*

6 Building Replacement Insurance Valuation

That the Council of Owners be directed to obtain a Building Replacement Insurance Valuation and adjust the building sum as required by the Strata Titles Act 1985 (WA) in accordance with that valuation.

Please note: *The last Insurance Valuation was undertaken on 09/01/2023 with a value of $2860000.*

7 Review or Preparation of 10-Year Maintenance Plan

That the Council of Owners be directed to **update** or **obtain** a 10-year maintenance plan to assist the Strata Company in complying with the requirements for maintaining its Common Property, as outlined in Section 100(2) of the Strata Titles Act 1985 (WA).

Please note: *The last maintenance plan report was completed in (MONTH, YEAR). The Act requires a 10-year Maintenance Plan for strata schemes with 10 or more lots or a Building Replacement Value exceeding $5,000,000*

8 Adoption of Proposed Budget for the Administration Account

That the proposed budget of estimated expenditure of $21,261.00 be adopted as the Administrative Fund budget of the Strata Company for the period ending 30/06/2026.

9 Administration Levy Contributions

To approve the **administrative fund** levy contributions for proprietors, payable in advance as follows:

$520.00	*per unit entitlement*	*1st July*	*2025 (as issued)*
$513.33	per unit entitlement	1st October	2025
$513.33	per unit entitlement	1st January	2025
$513.33	per unit entitlement	1st April	2025
$513.33	per unit entitlement	1st July	2026

The total levy of $20,600.00 will be raised for the financial year ending 30/06/2026. These instalments will continue at the rate per unit entitlement of the final quarter until reviewed at the next Annual General Meeting of the Strata Company.

10 Reserve Levy Contributions

To approve the **reserve fund** levy contributions for proprietors, payable in advance as follows:

$76.70	*per unit entitlement*	*1st July*	*2025 (as issued)*
$76.70	per unit entitlement	1st October	2025
$76.70	per unit entitlement	1st January	2025
$76.70	per unit entitlement	1st April	2025
$76.70	per unit entitlement	1st July	2026

The total levy of $3,068.00 will be raised for the financial year ending 30/06/2026. These instalments will continue at the rate per unit entitlement of the final quarter until reviewed at the next Annual General Meeting of the Strata Company.

11 Election to the Council of Owners

1. Number of Members

That the Council of Owners for Strata Scheme 11382 consists of no fewer than 3 and no more than 7 proprietors, as determined by those present at the meeting.

2. Nominations

Call for nominations of candidates for election to the Council of Owners, including those submitted via Council Nomination Forms prior to the meeting.

Please note: *If the number of nominations exceeds the available positions, a ballot will be conducted to elect members to the Council.*

3. Strata Company Representative

That a member of the Council of Owners be appointed as the Strata Company Representative. The representative must be:

- A member of the Council of Owners, or
- For a corporate member, the person nominated to act on its behalf.

Please note: *A Strata Company Representative liaises with Council members, instructs the strata manager and third parties, oversees maintenance, manages ATO matters (if applicable), approves legal actions, signs documents and contracts, and represents the strata company in meetings or legal matters. They act on the Council's instructions and within legal and scheme guidelines.*

Important note: *If you are casting a pre-meeting online vote and wish to be considered for a position on the Council, please ensure you submit a Council Nomination Form.*

12 Council of Owners Authorisations

That the Strata Company known as The Owners of Strata Scheme 11382 hereby grants in accordance with Section 118 (1) through to (4) of the Strata Titles Act 1985 the authority to:

i. a member of the Council of the Strata Company; or
ii. an appointed delegate of the Strata Company;

In accordance with Section 135 of the Strata Titles Act representatives as listed above are hereby authorised to:

a) Execute documents, which can include signing without a common seal by:

i. a specified amount of members of the council; or
ii. a strata manager.

b) Sign relevant documents and to negotiate the terms; and
c) Attach the company seal; and
d) Sign and execute any contracts or service agreements on behalf of the Strata Company, provided and subject to:

i. Any expenditure/costs being approved and adopted in a Budget at a General Meeting of the Strata Company, or;
ii. For sustainability infrastructure in relation to general duties under Section 91 (2)

Explanatory note: *In order to comply with the amendments and reforms to the Strata Titles Act (WA) 1985 and the Strata Titles (General) Regulations 2019 (effective as at 1st May 2020) it is required that the Strata Company authorise its Council of Owners to sign and execute documents and service agreements.*

Matters Without Notice for Discussion

Please note: *Matters may only be raised at the discretion of the Chair and with the leave of the meeting.*

Westralian
Strata Services

P | (08) 6114 6745
Suite 3, 37A Brandon Street
SOUTH PERTH WA 6151
E | reception@westralianstrata.com.au
ABN 86 381 077 595

Balance Sheet
As at 01/04/2025

The Owners of 168 Banksia Street SP 11382 — 168 Banksia Street, TUART HILL WA 6060

	Current period
Proprietors' funds	
Administrative Fund	
Operating Surplus/Deficit--Admin	(764.04)
Owners Equity--Admin	6,729.24
	5,965.20
Reserve Fund	
Operating Surplus/Deficit--Reserve	3,070.10
Owners Equity--Reserve	1,316.52
	4,386.62
Net proprietors' funds	**$10,351.82**
Represented by:	
Assets	
Administrative Fund	
Cash at Bank--Admin	5,445.20
Receivable--Levies--Admin	520.00
	5,965.20
Reserve Fund	
Cash at Bank--Reserve	4,309.92
Receivable--Levies--Reserve	76.70
	4,386.62
Unallocated Money	
	0.00
Total assets	10,351.82
Less liabilities	
Administrative Fund	
	0.00
Reserve Fund	
	0.00
Unallocated Money	
	0.00
Total liabilities	0.00
Net assets	**$10,351.82**

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Balance Sheet
As at 30/06/2025

The Owners of Strata Scheme 11382 — 168 Banksia Street, TUART HILL WA 6060

	Current period
Proprietors' funds	
Administrative Fund	
Owners Equity--Admin	6,729.24
Operating Surplus/Deficit--Admin	(4,457.17)
	2,272.07
Reserve Fund	
Owners Equity--Reserve	4,386.62
Operating Surplus/Deficit--Reserve	0.00
	4,386.62
Net proprietors' funds	**$6,658.69**
Represented by:	
Assets	
Administrative Fund	
Cash at Bank--Admin	5,912.07
	5,912.07
Reserve Fund	
Cash at Bank--Reserve	4,923.52
	4,923.52
Total assets	10,835.59
Less liabilities	
Administrative Fund	
Prepaid Levies--Admin	3,640.00
	3,640.00
Reserve Fund	
Prepaid Levies--Reserve	536.90
	536.90
Total liabilities	4,176.90
Net assets	**$6,658.69**

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Income & Expenditure Statement for the financial year-to-date 01/07/2024 to 01/04/2025

The Owners of 168 Banksia Street SP 11382 — 168 Banksia Street, TUART HILL WA 6060

Administrative Fund

	Current period 01/07/2024-01/04/2025
Revenue	
Interest on Arrears--Admin	13.71
Levies Due--Admin	20,600.00
Total revenue	20,613.71
Less expenses	
Admin--Bank Charges--Account Fees	32.90
Admin--Disbursements	495.00
Admin--Management Fees--Standard	3,000.77
Admin--Meeting Attendance	385.00
Insurance Premium- Stamp Duty	533.16
Insurance--Excesses	848.40
Insurance--Premiums	11,730.88
Maint Bldg--General Repairs	841.50
Maint Grounds--Lawns & Gardening	1,961.00
Utility--Water Consumption	1,549.14
Total expenses	21,377.75
Surplus/Deficit	(764.04)
Opening balance	6,729.24
Closing balance	**$5,965.20**

Reserve Fund

	Current period 01/07/2024-01/04/2025
Revenue	
Interest on Arrears--Reserve	2.10
Levies Due--Reserve	3,068.00
Total revenue	3,070.10
Less expenses	
Total expenses	0.00
Surplus/Deficit	3,070.10
Opening balance	1,316.52
Closing balance	**$4,386.62**

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Income & Expenditure Statement for the financial year to 30/06/2025

The Owners of Strata Scheme 11382 — 168 Banksia Street, TUART HILL WA 6060

Administrative Fund

	Current period 01/07/2024-30/06/2025
Revenue	
Interest on Arrears--Admin	13.71
Levies Due--Admin	20,600.00
Total revenue	20,613.71
Less expenses	
Admin--Agent Disbursements	660.00
Admin--Bank Charges	32.90
Admin--Management Fees--Standard	4,001.03
Admin--Meeting Fee	385.00
Insurance--Excesses	848.40
Insurance--Premiums	12,264.04
Maint Bldg--General Repairs	841.50
Maint Bldg--Gutters & Downpipes	480.00
Maint Bldg--Pest/Vermin Control	1,232.00
Maint Grounds--Lawns & Gardening	2,406.50
Utility--Water Usage	1,919.51
Total expenses	25,070.88
Surplus/Deficit	(4,457.17)
Opening balance	6,729.24
Closing balance	**$2,272.07**

Reserve Fund

	Current period 01/07/2024-30/06/2025
Revenue	
Total revenue	0.00
Less expenses	
Total expenses	0.00
Surplus/Deficit	0.00
Opening balance	4,386.62
Closing balance	**$4,386.62**

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Detailed Expenses for the financial year from 01/07/2024 to 01/04/2025

The Owners of 168 Banksia Street SP 11382

168 Banksia Street, TUART HILL WA 6060

Administrative Fund

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
Admin--Bank Charges--Account Fees 151401								
31/07/2024	Service Charge Fee		General	1.20	Paid	Oth		189
31/07/2024	DEFT Process Fee		General	3.50	Paid	Oth		190
30/08/2024	Service Charge Fee		General	0.80	Paid	Oth		192
30/09/2024	Service Charge Fee		General	0.60	Paid	Oth		194
30/09/2024	DEFT Process Fee		General	7.00	Paid	Oth		195
31/10/2024	Service Charge Fee		General	0.80	Paid	Oth		197
31/10/2024	DEFT Process Fee		General	1.00	Paid	Oth		198
29/11/2024	Service Charge Fee		General	0.60	Paid	Oth		200
31/12/2024	Service Charge Fee		General	0.80	Paid	Oth		202
31/12/2024	DEFT Process Fee		General	6.00	Paid	Oth		203
31/01/2025	Service Charge Fee		General	0.40	Paid	Oth		204
31/01/2025	DEFT Process Fee		General	1.00	Paid	Oth		205
28/02/2025	Service Charge Fee		General	0.60	Paid	Oth		206
31/03/2025	Service Charge Fee		General	0.60	Paid	Oth		207
31/03/2025	DEFT Process Fee		General	8.00	Paid	Oth		208
				$32.90				
Admin--Disbursements 154800								
01/07/2024	Disbursements (Agency) July 2024	Westralian Strata Services	General	55.00	Paid	DE		000285

Administrative Fund

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
02/08/2024	Disbursements (Agency) August 2024	Westralian Strata Services	General	55.00	Paid	DE		000290
02/09/2024	Disbursements (Agency) September 2024	Westralian Strata Services	General	55.00	Paid	DE		000292
02/10/2024	Disbursements (Agency) October 2024	Westralian Strata Services	General	55.00	Paid	DE		000294
04/11/2024	Disbursements (Agency) November 2024	Westralian Strata Services	General	55.00	Paid	DE		000296
02/12/2024	Disbursements (Agency) December 2024	Westralian Strata Services	General	55.00	Paid	DE		000298
07/01/2025	Disbursements (Agency) January 2025	Westralian Strata Services	General	55.00	Paid	DE		000300
03/02/2025	Disbursements (Agency) February 2025	Westralian Strata Services	General	55.00	Paid	DE		000302
05/03/2025	Disbursements (Agency) March 2025	Westralian Strata Services	General	55.00	Paid	DE		000304
				$495.00				
Admin--Management Fees--Standard 154000								
01/07/2024	Standard Management Fee July 2024	Westralian Strata Services	General	317.58	Paid	DE		000285
19/07/2024	Management Fee correction July 24 after AGM	Westralian Strata Services	General	15.83	Paid	DE		000289
02/08/2024	Standard Management Fee August 2024	Westralian Strata Services	General	333.42	Paid	DE		000290
02/09/2024	Standard Management Fee September 2024	Westralian Strata Services	General	333.42	Paid	DE		000292
02/10/2024	Standard Management Fee October 2024	Westralian Strata Services	General	333.42	Paid	DE		000294
04/11/2024	Standard Management Fee November 2024	Westralian Strata Services	General	333.42	Paid	DE		000296
02/12/2024	Standard Management Fee December 2024	Westralian Strata Services	General	333.42	Paid	DE		000298
07/01/2025	Standard Management Fee January 2025	Westralian Strata Services	General	333.42	Paid	DE		000300
03/02/2025	Standard Management Fee February 2025	Westralian Strata Services	General	333.42	Paid	DE		000302
05/03/2025	Standard Management Fee March 2025	Westralian Strata Services	General	333.42	Paid	DE		000304
				$3,000.77				
Admin--Meeting Attendance 154050								
24/07/2024	AGM Meeting Attendance July 2024	Westralian Strata Services	General	385.00	Paid	DE		000289
				$385.00				
Insurance Premium- Stamp Duty 159110								

Administrative Fund

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
21/03/2025	Insurance Premium - Stamp Duty	Honan Insurance Group (WA) Pty Ltd	General	533.16	Paid	BPAY	40121681914 230032	58
				$533.16				
Insurance--Excesses 159000								
04/10/2024	IQumulate Premium Funding 04/10/2024	Direct charge	General	848.40	Paid	Oth		196
				$848.40				
Insurance--Premiums 159100								
04/07/2024	IQumulate Premium Funding	Direct charge	General	848.40	Paid	Oth		188
05/08/2024	IQumulate Premium Funding	Direct charge	General	848.40	Paid	Oth		191
04/09/2024	iQumulate funding 04/09/2024	Direct charge	General	848.40	Paid	Oth		193
04/11/2024	IQumulate Funding (insurance) 04.11.2024	Direct charge	General	848.40	Paid	Oth		199
04/12/2024	IQumulative Premium Funding (Insurance)	Direct charge	General	848.39	Paid	Oth		201
21/03/2025	Insurance Premium 04/03/25 - 04/03/2026	Honan Insurance Group (WA) Pty Ltd	General	7,488.89	Paid	BPAY	40121681914 230032	58
				$11,730.88				
Maint Bldg--General Repairs 167200								
04/07/2024	Paving Caving in around soakwell	K Craft Building	General	841.50	Paid	DE	233	000286
				$841.50				
Maint Grounds--Lawns & Gardening 178400								
10/07/2024	Garden Maintenance services on 18/06/2024	RNW Property Maintenance	General	261.50	Paid	DE	INV-2705	000287
19/07/2024	Garden Maintenance services on 17/07/2024	RNW Property Maintenance	General	181.50	Paid	DE	INV-2720	000288
09/08/2024	Garden Maintenance & Spray weeds on 19/07/24	RNW Property Maintenance	General	132.00	Paid	DE	INV-2722	000291
13/09/2024	Garden Maintenance 05/09/24	RNW Property Maintenance	General	181.50	Paid	DE	inv-2751	000293
04/10/2024	Garden Maintenance 24/09/24	RNW Property Maintenance	General	220.00	Paid	DE	INV-2780	000295
22/11/2024	Garden Maintenance ON 18/11/24	RNW Property Maintenance	General	220.00	Paid	DE	INV-2828	000297
20/12/2024	Garden Maintenance 05/12/24	RNW Property Maintenance	General	181.50	Paid	DE	INV-2877	000299
17/01/2025	Garden Maintenance on 06/01/25	RNW Property Maintenance	General	181.50	Paid	DE	inv-2912	000301

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
		Administrative Fund						
21/02/2025	Garden Maintenance 10/02/2025	RNW Property Maintenance	General	181.50	Paid	DE	INV-2942	000303
28/03/2025	Garden Maintenance 24.03.2025	RNW Property Maintenance	General	220.00	Paid	DE	INV-2992	000305
				$1,961.00				
Utility--Water Consumption 191200								
29/08/2024	Water Use - 18 JUN TO 20 AUG 2024	Water Corporation	General	335.92	Paid	BPAY	9002476724	54
28/10/2024	Water Use - 20 Aug 24 - 18 oct 24	Water Corporation	General	318.32	Paid	BPAY	9002476724	55
19/12/2024	Water Use - 18 oCT - 16 dEC 2024	Water Corporation	General	368.37	Paid	BPAY	9002476724	56
28/02/2025	Water Use - 16 Dec - 19 Feb 2025	Water Corporation	General	526.53	Paid	BPAY	9002476724	57
				$1,549.14				
			Total expenses	**$21,377.75**				

Where an invoice status is Paid and no payment number is displayed the payment has been made outside of the reporting period.

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Detailed Expenses
for the financial year
from 01/07/2024 to 30/06/2025

The Owners of Strata Scheme 11382

168 Banksia Street, TUART HILL WA 6060

Administrative Fund

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
Admin - Section 110 Fee 155010								
03/06/2025	Lot 5 - Section 110 - Searchlight Technology			(308.00)		Rct	99855	
30/06/2025	Section 110 Fee June 2025	SVN Strata Pty Ltd		308.00	Paid	DE		026372
				$0.00				
Admin--Agent Disbursements 153800								
02/04/2025	YTD Expense			495.00		Jnl	24152	
30/04/2025	Agent Disbursement Fees April 2025	SVN Strata Pty Ltd		55.00	Paid	DE		024898
30/05/2025	Agent Disbursement Fees May 2025	SVN Strata Pty Ltd		55.00	Paid	DE		025542
30/06/2025	Agent Disbursement Fees June 2025	SVN Strata Pty Ltd		55.00	Paid	DE		026372
				$660.00				
Admin--Bank Charges 151400								
02/04/2025	YTD Expense			32.90		Jnl	24151	
				$32.90				
Admin--Management Fees--Standard 154000								
02/04/2025	YTD Expense			3,000.77		Jnl	24153	
30/04/2025	Standard Management Fee April 2025	SVN Strata Pty Ltd		333.42	Paid	DE		024898
30/05/2025	Standard Management Fee May 2025	SVN Strata Pty Ltd		333.42	Paid	DE		025542
30/06/2025	Standard Management Fee June 2025	SVN Strata Pty Ltd		333.42	Paid	DE		026372
				$4,001.03				
Admin--Meeting Fee 154200								

Administrative Fund

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
02/04/2025	YTD Expense			385.00		Jnl	24154	
				$385.00				
Insurance--Excesses 159000								
02/04/2025	YTD Expense			848.40		Jnl	24156	
				$848.40				
Insurance--Premiums 159100								
02/04/2025	YTD Expense			12,264.04		Jnl	24155	
				$12,264.04				
Maint Bldg--General Repairs 167200								
02/04/2025	YTD Expense			841.50		Jnl	24157	
				$841.50				
Maint Bldg--Gutters & Downpipes 167800								
17/04/2025	Clean to all gutters & downpipes 15/04/2025	John Adams Roof Tiles & Building Maintenance		480.00	Paid	DE	25217	024846
				$480.00				
Maint Bldg--Pest/Vermin Control 172000								
15/04/2025	6 monthly termite inspection 31/03/2025	Pest Cure		291.50	Paid	DE	06690	024869
15/04/2025	6 monthly termite inspection 30/10/2024	Pest Cure		616.00	Paid	DE	06775	024768
26/05/2025	Inspection & treatment 21/05/2025	Pest Cure		324.50	Paid	DE	07087	025651
				$1,232.00				
Maint Grounds--Lawns & Gardening 178400								
02/04/2025	YTD Expense			1,961.00		Jnl	24158	
12/05/2025	Garden maintenance & reticulation works 23/04/2025	RNW Reticulation Services		247.50	Paid	DE	3006	025361
13/06/2025	Garden maintenance 11/06/2025	RNW Reticulation Services		198.00	Paid	DE	3029	026131
				$2,406.50				
Utility--Water Usage 191200								
02/04/2025	YTD Expense			1,549.14		Jnl	24159	

Date	Details	Payee	Group	Amount	Status	Type	Ref.No.	Payment No.
Administrative Fund								
30/04/2025	Water Usage 19/02/2025 - 17/04/2025	Water Corporation		370.37	Paid	BPAY	9002476724	16214
				$1,919.51				
			Total expenses	**$25,070.88**				

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Proposed Budget
to apply from 01/07/2025

The Owners of Strata Scheme 11382 — 168 Banksia Street, TUART HILL WA 6060

Administrative Fund

	Proposed budget
Revenue	
Levies Due--Admin	20,600.00
Total revenue	20,600.00
Less expenses	
Admin--Agent Disbursements	660.00
Admin--Bank Charges	50.00
Admin--Management Fees--Additional Services	200.00
Admin--Management Fees--Standard	4,001.00
Insurance--Premiums	8,500.00
Maint Bldg--Electrical	500.00
Maint Bldg--General Repairs	2,000.00
Maint Bldg--Plumbing & Drainage	350.00
Maint Grounds--Lawns & Gardening	2,500.00
Utility--Water Usage	2,500.00
Total expenses	21,261.00
Surplus/Deficit	(661.00)
Opening balance	2,272.07
Closing balance	$1,611.07
Total units of entitlement	10
Levy contribution per unit entitlement	$2,060.00

Reserve Fund

	Proposed budget
Revenue	
Levies Due--Reserve	3,068.00
Total revenue	3,068.00
Surplus/Deficit	3,068.00
Opening balance	4,386.62
Closing balance	$7,454.62
Total units of entitlement	10
Levy contribution per unit entitlement	$306.80

SVN Strata Pty Ltd
Level 10, 12 St Georges Tce
Perth WA 6000
ABN. 94 127 369 064
T: 08 9427 7955

Insurance

as at 30/06/2025

Strata Scheme 11382 — 168 Banksia Street, TUART HILL WA 6060

Policy No. WRSC22001542 — Strata Community Insurance
Type: Residential Strata — Broker: Honan Insurance Group Pty Ltd

Premium: $8,022.05 — Paid on: 04/03/2025 — Policy start date: 04/03/2025 — Next due: 04/03/2026

Cover	*Sum insured*	*Excess*	*Notes*
Building	$3,146,000.00	$1,000.00	
Common Area Contents	$31,460.00	$1,000.00	
Terrorism	Applies	$1,000.00	
Loss Of Rent/temp Accommodation	$471,900.00	$1,000.00	
Floating Floors	Included	$1,000.00	
Liability	$20,000,000.00	$0.00	
Workers Compensation	Selected	$0.00	
Fidelity Guarantee	$100,000.00	$0.00	
Office Bearers Liability	$500,000.00	$0.00	
Catastrophe	$471,900.00	$0.00	
Government Audit Costs	$25,000.00	$0.00	
Appeal Expenses	$100,000.00	$0.00	
Legal Defence Expenses	$50,000.00	$1,000.00	and 10% Contribution
Lot Owners Fixtures & Fittings (per Lot)	$300,000.00	$0.00	
Voluntary Workers	$200,000 / $2,000	$0.00	

Last valuation done on 09/01/2023

Insurance valuation $2,860,000.00

STRATA COMMUNITY INSURANCE

stratacommunityinsure.com.au
T 1300 SCINSURE (1300 724 678)
E myenquiry@scinsure.com.au
A PO Box Z5111, St Georges Terrace, WA 6831

CERTIFICATE OF CURRENCY

THE INSURED

POLICY NUMBER	WRSC22001542
PDS AND POLICY WORDING	Residential Strata Product Disclosure Statement and Policy Wording SCI034-Policy-RS-PPW-02/2021 Supplementary Product Disclosure Statement SCIA-036_SPDS_RSC-10/2021
THE INSURED	The Owners of 168 Banksia Street Tuart Hill Strata Plan 11382
SITUATION	168 Banksia Street, Tuart Hill, WA, 6060
PERIOD OF INSURANCE	Commencement Date: 4:00pm on 04/03/2025 Expiry Date: 4:00pm on 04/03/2026
INTERMEDIARY	Honan Insurance Group (WA) Pty Ltd
ADDRESS	PO Box 7989, Cloisters Square PO, WA, 6850
DATE OF ISSUE	05/03/2025

POLICY LIMITS / SUMS INSURED

SECTION 1	PART A	1. Building	$3,146,000
		Common Area Contents	$31,460
		2. Terrorism Cover under Section 1 Part A2	Applies
	PART B	Loss of Rent/Temporary Accommodation	$471,900
	OPTIONAL COVERS	1. Flood	Not Included
		2. Floating Floors	Included
SECTION 2	Liability		$20,000,000
SECTION 3	Voluntary Workers		Included
SECTION 4	Workers Compensation		Selected
SECTION 5	Fidelity Guarantee		$100,000
SECTION 6	Office Bearers' Liability		$500,000
SECTION 7	Machinery Breakdown		Not Included
SECTION 8	Catastrophe		$471,900
SECTION 9	PART A	Government Audit Costs – Professional Fees	$25,000
	PART B	Appeal Expenses	$100,000
	PART C	Legal Defence Expenses	$50,000
SECTION 10	Lot Owners' Fixtures and Improvements		$300,000
SECTION 11	Loss of Lot Market Value		Not Included

This certificate of currency has been issued by Strata Community Insurance Agencies Pty Ltd, ABN 72 165 914 009, AFSL 457787 on behalf of the insurer Allianz Australia Insurance Limited, ABN 15 000 122 850, AFSL 234708 and confirms that on the Date of Issue a policy existed for the Period of Insurance and sums insured shown herein. The Policy may be subsequently altered or cancelled in accordance with its terms after the Date of Issue of this notice without further

The Strength of Experience.
Strata Community Insurance Agencies Pty Limited ABN 72 165 914 009

notice to the holder of this notice. It is issued as a matter of information only and does not confer any rights on the holder. This certificate does not amend, extend, replace, negate or override the benefits, terms, conditions and exclusions as described in the Schedule documents together with the Product Disclosure Statement and insurance policy wording.

VOTING BY PROXY

An Instrument appointing a proxy to cast a vote must be in writing and executed by the appointer's attorney.

Subject to any limitations expressed in the instrument of appointment, the appointment of a proxy is for all general meetings and for all purposes.

The instrument of appointment of a proxy may limit the appointment:

- To a specified general meeting or to voting on a specified resolution; or
- To general meetings held, or votes taken, within a specified period; or
- To a specified purpose; or
- In any specified way.

A proxy may be, but is not required to be, a member of the strata company.

The regulations may impose limitations on a strata manager being appointed as a proxy, including limitations as to the number of lot owners or unit entitlements of lots for which a strata manager may be appointed as a proxy.

QUORUM

No business may be transacted at a general meeting unless a quorum is present at the time when the meeting proceeds to business.

At a general meeting of a strata company for a strata titles scheme other then a 2-lot scheme, a quorum is constituted if there are present persons who are entitled to cast the votes attached to 50% of the lots in the scheme.

If a quorum is not present after 30 minutes has elapsed from the time appointed for a general meeting of a strata company for a strata titles scheme other than a 2-lot scheme, the persons entitled to vote who are present at the meeting are taken to constitute a quorum for the purposes of that meeting.

A person who is a proxy of a person entitled to cast the vote attached to a lot is to be counted for the purposes of determining whether a quorum is present.

VOTING

The owner of each lot in a strata titles scheme is entitled to one vote on a proposed resolution of the strata company.

However, the owner of a lot is not entitled to cast the vote attached to the lot if;

- The resolution is not required to be a unanimous resolution or a resolution without dissent and is not a resolution for postponing the expiry day for a leasehold scheme or a termination resolution; and

- There is an outstanding amount recoverable under the Strata Titles Act 1985 owed to the Strata Company by the owner of the lot.

A proposed resolution can be put to the members of a strata company at a general meeting or outside of a general meeting.

A resolution can be proposed only by a member of the strata company who is entitled to vote on the resolution.

The vote attached to a lot can, and can only, be cast, if the time it is cast, the person is entitled to cast the vote attached to the lot.

The owner of a lot may cast the vote attached to the lot in person or by duly appointed proxy.

However, if a vote is taken at a general meeting at which both the owner of a lot and a proxy entitled to cast the vote attached to the lot are present and the owner is not a co-owner of the lot, the owner of the lot must cast the vote.

Council Nomination Form

The Owners of 168 Banksia Street Tuart Hill
Strata Plan 11382

Annual General Meeting held on Friday, 29 August 2025 at 4:30 PM

I/We, as proprietor/s of Strata Plan **11382** of Lot/s _____, nominate the below named person as a candidate for election as a member of the Council of Owners at the Annual General Meeting.

Name of Nominee: _____

Nominee's Consent: I, the above-named nominee, confirm that I consent to being Nominated as a candidate for election as a member of the Council of Owners as set out in this Notice.

_____
Nominee's Signature

SOLE OR CO-PROPRIETOR *Signed by member[s] giving proxy*

NAME	SIGNATURE	DATE

LOT/S OWNED BY A COMPANY
EXECUTED by

_____
in accordance with S127(1) of the Corporations Act 2001

_____
Signature of Director or Sole Director/Company Secretary (**Circle whichever is applicable**)

_____
[Print full name block letters]

_____
Signature of Director or Sole Director/Company Secretary (**Circle whichever is applicable**)

_____
[Print full name block letters]

This form of consent to nomination for election as a member of the Council of Owners must be handed to the Chairperson of the Annual General Meeting of the strata prior to the close of nominations.

[A written consent is required if the candidate, being a natural person, is not personally present at the Annual General Meeting. If the candidate is a corporation the nomination and acceptance must be in writing and may need to be signed under the common seal of that corporation, dependant on the articles of association of the corporation]

SVN | Strata
Level 10, 12 St Georges Terrace | Perth WA 6000
T. 08 9427 7955 | E. strata@svnperth.com | svn.com.au/strata/

General Proxy Form

The Owners of 168 Banksia Street Tuart Hill
Strata Plan 11382

I/We, as the Proprietor/s of Strata Plan **11382** of Lot/s:

NAME/S OF LOT OWNER/S

AUTHORISE

Name of person:

Or, failing in their attendance at the general meeting, the Chairperson of the meeting to act, speak and vote on my/our behalf:

*(Please select **ONE** option)*

☐ As an enduring proxy until this enduring proxy is revoked, to vote on all motions. For all general meetings and outside of meeting voting.

OR

☐ At the Annual General Meeting of the Strata Plan scheduled to be held on **Friday, 29 August 2025 at 4:30 PM**, to vote on all motions unless Proprietor's Instructions are provided.

OR

☐ I/We direct proxy to vote as per the **Proprietor's Instructions** attached.

SOLE OR CO-PROPRIETOR *Signed by member(s) giving proxy*

NAME	SIGNATURE	DATE

LOT/S OWNED BY A COMPANY
EXECUTED by

_____
in accordance with S127(1) of the Corporations Act 2001

_____	_____
Signature of Director or Sole Director/Company Secretary (**Circle whichever is applicable**)	Signature of Director or Sole Director/Company Secretary (**Circle whichever is applicable**)
_____	_____
(Print full name block letters)	(Print full name block letters)
_____	_____
(Usual address)	(Usual address)

SVN | Strata
Level 10, 12 St Georges Terrace | Perth WA 6000
T. 08 9427 7955 | E. strata@svnperth.com | svn.com.au/strata/

Proprietor's Instructions Form

The Owners of 168 Banksia Street Tuart Hill
Strata Plan 11382

Annual General Meeting held on Friday, 29 August 2025 at 4:30 PM

**Please note "General Proxy Form" must be completed in conjunction with this form.*

I/We, as the proprietor/s of Lot/s_____, advise that the holder of this instruction must vote as follows:

1. Appointment of Chairperson

In favour ☐ Against ☐ Abstain ☐

2. Confirmation of Previous Minutes

In favour ☐ Against ☐ Abstain ☐

3. Adoption of Financial Statements

In favour ☐ Against ☐ Abstain ☐

4. Authorisation of Recovery Actions

In favour ☐ Against ☐ Abstain ☐

5. Renewal of Insurance Policy

In favour ☐ Against ☐ Abstain ☐

6. Building Replacement Insurance Valuation

In favour ☐ Against ☐ Abstain ☐

7. Review or Preparation of 10-Year Plan

In favour ☐ Against ☐ Abstain ☐

8. Adoption of Proposed Budget for Admin Fund

In favour ☐ Against ☐ Abstain ☐

9. Administration Levy Contributions

In favour ☐ Against ☐ Abstain ☐

10. Reserve Levy Contributions

In favour ☐ Against ☐ Abstain ☐

11. Election to the Council of Owners

In favour ☐ Against ☐ Abstain ☐

12. Council of Owner Authorisations

In favour ☐ Against ☐ Abstain ☐

Matters without notice for discussion and for referral to the Council of Owners

_____

_____

_____

_____

SVN | Strata
Level 10, 12 St Georges Terrace | Perth WA 6000
T. 08 9427 7955 | E. strata@svnperth.com | svn.com.au/strata/

Debt Recovery Process

In accordance with Section 100(4) of the Strata Titles Act 1985, all levies are due and payable as agreed at the general meeting of the Strata Company.

Any unpaid amount will bear interest at a rate of 11% per annum as per the Strata Titles Act. Any interest received is payable to the Strata Company and not SVN Strata.

To ensure the timely payment of all levies, the following is a timeline of the debt recovery process undertaken by SVN Strata:

STAGE	PROCESS	CHARGE
Issue Levy Notice	Issued prior to the due date	No charge
Stage 1 – First Reminder	REMINDER sent 45-60 days after due date	$44.00 charge to the Strata Company - on charged to the lot proprietor
Stage 2 – Second Reminder	FINAL REMINDER sent 75-90 days after due date	$44.00 charge to the Strata Company - on charged to the lot proprietor
Stage 3 – Third & Final Reminder	Notice of intention to commence legal action if debt is not paid within 7 days	$44.00 charge to the Strata Company - on charged to the lot proprietor
Letter of Demand	Solicitor engaged to issue Letter of Demand	$198.00 - $385.00 charge to the Strata Company
Further Legal Proceedings	Solicitor engagement	Subject to Council of Owners Instructions

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