Seller disclosure statement

Queensland Government

Property Law Act 2023 section 99
Form 2, Version 1 | Effective from: 1 August 2025

WARNING TO BUYER – This statement contains important legal and other information about the property offered for sale. You should read and satisfy yourself of the information in this statement before signing a contract. You are advised to seek legal advice before signing this form. You should not assume you can terminate the contract after signing if you are not satisfied with the information in this statement.

WARNING – You must be given this statement before you sign the contract for the sale of the property.

This statement does not include information about:

- flooding or other natural hazard history
- structural soundness of the building or pest infestation
- current or historical use of the property
- current or past building or development approvals for the property
- limits imposed by planning laws on the use of the land
- services that are or may be connected to the property
- the presence of asbestos within buildings or improvements on the property.

You are encouraged to make your own inquiries about these matters before signing a contract. You may not be able to terminate the contract if these matters are discovered after you sign.

Part 1 – Seller and property details

Seller	JESSICA LAURA THACKRAY
Property address (referred to as the "property" in this statement)	3/13 Hibiscus Lane Holloways Beach QLD 4878
Lot on plan description	Lot 3 on BUP70453 (Title Reference 21277158)

Community titles scheme or BUGTA scheme:

Is the property part of a community titles scheme or a BUGTA scheme:

☑ **Yes**
*If **Yes**, refer to Part 6 of this statement for additional information*

☐ **No**
*If **No**, please disregard Part 6 of this statement as it does not need to be completed*

Part 2 – Title details, encumbrances and residential tenancy or rooming accommodation agreement

Title details	**The seller gives or has given the buyer the following—**	
	A title search for the property issued under the *Land Title Act 1994* showing interests registered under that Act for the property.	☑ **Yes**
	A copy of the plan of survey registered for the property.	☑ **Yes**

Registered encumbrances	Registered encumbrances, if any, are recorded on the title search, and may affect your use of the property. Examples include easements, statutory covenants, leases and mortgages. You should seek legal advice about your rights and obligations before signing the contract.
Unregistered encumbrances (excluding statutory encumbrances)	There are encumbrances not registered on the title that will continue to affect the property after **settlement**. ☑ **Yes** ☐ **No** **Note**—If the property is part of a community titles scheme or a BUGTA scheme it may be subject to and have the benefit of statutory easements that are **NOT** required to be disclosed.
	Unregistered lease (if applicable) If the unregistered encumbrance is an unregistered lease, the details of the agreement are as follows: » the start and end day of the term of the lease: 09/05/2025 to 08/11/2025 » the amount of rent and bond payable: $450.00/week. Bond $1,800.00 » whether the lease has an option to renew: No
	Other unregistered agreement in writing (if applicable) If the unregistered encumbrance is created by an agreement in writing, and is not an unregistered lease, a copy of the agreement is given, together with relevant plans, if any. ☐ **Yes**
	Unregistered oral agreement (if applicable) If the unregistered encumbrance is created by an oral agreement, and is not an unregistered lease, the details of the agreement are as follows:
Statutory encumbrances	There are statutory encumbrances that affect the property. ☑ **Yes** ☐ **No** *If **Yes**, the details of any statutory encumbrances are as follows:* Details of Statutory Encumbrances can be found in the attached extract of results and plans showing each encumbrance from the BYDA (Before You Dig Australia) report undertaken for this property. The BYDA report has returned results for: Cairns Regional Council, Ergon QLD, NBN Co Qld, Telstra QLD Regional.
Residential tenancy or rooming accommodation agreement	The property has been subject to a residential tenancy agreement or a rooming accommodation agreement under the *Residential Tenancies and Rooming Accommodation Act 2008* during the last 12 months. ☑ **Yes** ☐ **No** If **Yes**, when was the rent for the premises or each of the residents' rooms last increased? *(Insert date of the most recent rent increase for the premises or rooms)* 09/05/2025 **Note**—Under the *Residential Tenancies and Rooming Accommodation Act 2008* the rent for a residential premises may not be increased earlier than 12 months after the last rent increase for the premises. As the owner of the property, you may need to provide evidence of the day of the last rent increase. You should ask the seller to provide this evidence to you prior to settlement.

Part 3 – Land use, planning and environment

WARNING TO BUYER – You may not have any rights if the current or proposed use of the property is not lawful under the local planning scheme. You can obtain further information about any planning and development restrictions applicable to the lot, including in relation to short-term letting, from the relevant local government.

Zoning	The zoning of the property is *(Insert zoning under the planning scheme, the Economic Development Act 2012; the Integrated Resort Development Act 1987; the Mixed Use Development Act 1993; the State Development and Public Works Organisation Act 1971 or the Sanctuary Cove Resort Act 1985, as applicable)*: Medium Density Residential		
Transport proposals and resumptions	The lot is affected by a notice issued by a Commonwealth, State or local government entity and given to the seller about a transport infrastructure proposal* to: locate transport infrastructure on the property; or alter the dimensions of the property.	☐ **Yes**	☑ **No**
	The lot is affected by a notice of intention to resume the property or any part of the property.	☐ **Yes**	☑ **No**
	*If **Yes**, a copy of the notice, order, proposal or correspondence must be given by the seller.*		

* *Transport infrastructure* has the meaning defined in the *Transport Infrastructure Act 1994*. A *proposal* means a resolution or adoption by some official process to establish plans or options that will physically affect the property.

Contamination and environmental protection	The property is recorded on the Environmental Management Register or the Contaminated Land Register under the *Environmental Protection Act 1994*.	☐ **Yes**	☑ **No**
	The following notices are, or have been, given:		
	A notice under section 408(2) of the *Environmental Protection Act 1994* (for example, land is contaminated, show cause notice, requirement for site investigation, clean up notice or site management plan).	☐ **Yes**	☑ **No**
	A notice under section 369C(2) of the *Environmental Protection Act 1994* (the property is a place or business to which an environmental enforcement order applies).	☐ **Yes**	☑ **No**
	A notice under section 347(2) of the *Environmental Protection Act 1994* (the property is a place or business to which a prescribed transitional environmental program applies).	☐ **Yes**	☑ **No**

Trees	There is a tree order or application under the *Neighbourhood Disputes (Dividing Fences and Trees) Act 2011* affecting the property.	☐ **Yes**	☑ **No**
	*If **Yes**, a copy of the order or application must be given by the seller.*		

Heritage	The property is affected by the *Queensland Heritage Act 1992* or is included in the World Heritage List under the *Environment Protection and Biodiversity Conservation Act 1999* (Cwlth).	☐ **Yes**	☑ **No**

Flooding	Information about whether the property is affected by flooding or another natural hazard or within a natural hazard overlay can be obtained from the relevant local government and you should make your own enquires. Flood information for the property may also be available at the FloodCheck Queensland portal or the Australian Flood Risk Information portal.

Vegetation, habitats and protected plants	Information about vegetation clearing, koala habitats and other restrictions on development of the land that may apply can be obtained from the relevant State government agency.

Part 4 – Buildings and structures

WARNING TO BUYER – The seller does not warrant the structural soundness of the buildings or improvements on the property, or that the buildings on the property have the required approval, or that there is no pest infestation affecting the property. You should engage a licensed building inspector or an appropriately qualified engineer, builder or pest inspector to inspect the property and provide a report and also undertake searches to determine whether buildings and improvements on the property have the required approvals.

Swimming pool	There is a relevant pool for the property.	☑ **Yes**	☐ **No**
	If a community titles scheme or a BUGTA scheme – a shared pool is located in the scheme.	☑ **Yes**	☐ **No**
	Pool compliance certificate is given.	☑ **Yes**	☐ **No**
	OR		
	Notice of no pool safety certificate is given.	☐ **Yes**	☑ **No**

Unlicensed building work under owner builder permit	Building work was carried out on the property under an owner builder permit in the last 6 years.	☐ **Yes**	☑ **No**
	A notice under section 47 of the Queensland Building and Construction Commission Act 1991 must be given by the seller and you may be required to sign the notice and return it to the seller prior to signing the contract.		

Notices and orders	There is an unsatisfied show cause notice or enforcement notice under the *Building Act 1975*, section 246AG, 247 or 248 or under the *Planning Act 2016*, section 167 or 168.	☐ **Yes**	☑ **No**
	The seller has been given a notice or order, that remains in effect, from a local, State or Commonwealth government, a court or tribunal, or other competent authority, requiring work to be done or money to be spent in relation to the property.	☐ **Yes**	☑ **No**
	*If **Yes**, a copy of the notice or order must be given by the seller.*		

Building Energy Efficiency Certificate	If the property is a commercial office building of more than 1,000m², a Building Energy Efficiency Certificate is available on the Building Energy Efficiency Register.

Asbestos	The seller does not warrant whether asbestos is present within buildings or improvements on the property. Buildings or improvements built before 1990 may contain asbestos. Asbestos containing materials (ACM) may have been used up until the early 2000s. Asbestos or ACM may become dangerous when damaged, disturbed, or deteriorating. Information about asbestos is available at the Queensland Government Asbestos Website (asbestos.qld.gov.au) including common locations of asbestos and other practical guidance for homeowners.

Part 5 – Rates and services

WARNING TO BUYER – The amount of charges imposed on you may be different to the amount imposed on the seller.

Rates	**Whichever of the following applies—**
	The total amount payable* for all rates and charges (without any discount) for the property as stated in the most recent rate notice is: Amount: $1,633.45 Date Range: 01/07/2025 to 31/12/2025 OR The property is currently a rates exempt lot.** ☐ OR The property is not rates exempt but no separate assessment of rates is issued by a local government for the property. ☐

*Concessions: A local government may grant a concession for rates. The concession will not pass to you as buyer unless you meet the criteria in section 120 of the *Local Government Regulation 2012* or section 112 of the *City of Brisbane Regulation 2012*.

** An exemption for rates applies to particular entities. The exemption will not pass to you as buyer unless you meet the criteria in section 93 of the *Local Government Act 2009* or section 95 of the *City of Brisbane Act 2010*.

Water	**Whichever of the following applies—**
	The total amount payable as charges for water services for the property as indicated in the most recent water services notice* is: Amount: $147.05 Date Range: 01/02/2025 to 21/05/2025 OR There is no separate water services notice issued for the lot; however, an estimate of the total amount payable for water services is: Amount: Date Range:

* A water services notices means a notice of water charges issued by a water service provider under the *Water Supply (Safety and Reliability) Act 2008*.

Part 6 – Community titles schemes and BUGTA schemes

(If the property is part of a community titles scheme or a BUGTA scheme this Part must be completed)

WARNING TO BUYER – If the property is part of a community titles scheme or a BUGTA scheme and you purchase the property, you will become a member of the body corporate for the scheme with the right to participate in significant decisions about the scheme and you will be required to pay contributions towards the body corporate's expenses in managing the scheme. You will also be required to comply with the by-laws. By-laws will regulate your use of common property and the lot.

For more information about living in a body corporate and your rights and obligations, contact the Office of the Commissioner for Body Corporate and Community Management.

Body Corporate and Community Management Act 1997	**The property is included in a community titles scheme.** ***(If Yes, complete the information below)***	☑ **Yes**	☐ **No**
Community Management Statement	A copy of the most recent community management statement for the scheme as recorded under the *Land Title Act 1994* or another Act is given to the buyer. **Note**—If the property is part of a community titles scheme, the community management statement for the scheme contains important information about the rights and obligations of owners of lots in the scheme including matters such as lot entitlements, by-laws and exclusive use areas.	☑ **Yes**	
Body Corporate Certificate	A copy of a body corporate certificate for the lot under the *Body Corporate and Community Management Act 1997*, section 205(4) is given to the buyer. *If **No***— An explanatory statement is given to the buyer that states: » a copy of a body corporate certificate for the lot is not attached; and » the reasons under section 6 of the *Property Law Regulation 2024* why the seller has not been able to obtain a copy of the body corporate certificate for the lot.	☑ **Yes** ☐ **Yes**	☐ **No**
Statutory Warranties	**Statutory Warranties**—If you enter into a contract, you will have implied warranties under the *Body Corporate* and *Community Management Act 1997* relating to matters such as latent or patent defects in common property or body corporate assets; any actual, expected or contingent financial liabilities that are not part of the normal operating costs; and any circumstances in relation to the affairs of the body corporate that will materially prejudice you as owner of the property. There will be further disclosure about warranties in the contract.		

Building Units and Group Titles Act 1980	**The property is included in a BUGTA scheme** ***(If Yes, complete the information below)***	☐ **Yes**	☑ **No**
Body Corporate Certificate	A copy of a body corporate certificate for the lot under the *Building Units and Group Titles Act 1980*, section 40AA(1) is given to the buyer. *If **No***— An explanatory statement is given to the buyer that states: » a copy of a body corporate certificate for the lot is not attached; and » the reasons under section 7 of the *Property Law Regulation 2024* why the seller has not been able to obtain a copy of the body corporate certificate for the lot. **Note**—If the property is part of a BUGTA scheme, you will be subject to by-laws approved by the body corporate and other by-laws that regulate your use of the property and common property.	☐ **Yes** ☐ **Yes**	☑ **No**

Signatures – SELLER

Signed by:
Jessica Thackray
A6315E75869C5193

Signature of seller

Signature of seller

JESSICA LAURA THACKRAY

Name of seller

Name of seller

14/10/2025

Date

Date

Signatures – BUYER

By signing this disclosure statement the buyer acknowledges receipt of this disclosure statement before entering into a contract with the seller for the sale of the lot.

Signature of buyer

Signature of buyer

Name of buyer

Name of buyer

Date

Date

Current Title Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference:	**21277158**	**Search Date:**	03/10/2025 11:29
Date Title Created:	28/02/1985	**Request No:**	53593963
Previous Title:	20459246		

ESTATE AND LAND

Estate in Fee Simple

LOT 3 BUILDING UNIT PLAN 70453
Local Government: CAIRNS

COMMUNITY MANAGEMENT STATEMENT 1167

REGISTERED OWNER

Dealing No: 717580261 17/10/2016

JESSICA LAURA THACKRAY

EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by
Deed of Grant No. 20091199 (POR 72V)

2. MORTGAGE No 717580262 17/10/2016 at 09:27
COMMONWEALTH BANK OF AUSTRALIA A.B.N. 48 123 123 124

ADMINISTRATIVE ADVICES

NIL

UNREGISTERED DEALINGS

NIL

Caution - Charges do not necessarily appear in order of priority

** End of Current Title Search **

COPYRIGHT QUEENSLAND TITLES REGISTRY PTY LTD [2025]
Requested by: D-ENQ TITLES QUEENSLAND

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

(Form 1)

Regulation 8(

Sheet No. 1 o

Name of Building: Silkwood

BUILDING UNITS PLAN No: [redacted] 70453

Signature of Registered Proprietors:

Name of Registered Proprietor: George Ernest Hampton and Lannette Em as joint tenants

Address: 30 Hibiscus Lane,
Holloways Beach.

Reference to Title: Volume N459, Folio 246

Description of Parcel: Subdivision 27 of Portion 72V

County: Nares

Parish: Smithfield

Name of Body Corporate: The Proprietors,
Silkwood,
Building Units Plan No. [redacted] 70453

Address at which documents may be served: ~~13 Hibiscus Lane, Holloways Beach.~~ BODY CORPORATE SERVICE P.O. BOX 5134 CAIRNS MAIL CENTRE Q

Building Units Plan No. [redacted] 70453

Map of Holloway Beach. 21.2.85 M.F.S.

Registered

25 FEB 1985

Deputy Registrar of Titles

ANNEXURE I to SHEET I of BUILDING UNITS Plan No. 453 this 4th day of June 1985

DEPUTY REGISTRAR OF TITLES

NORTHERN DISTRICT

T199318 Notification of change of By-Laws - Third Schedule - registered

4 JUN 1985

DEP. REGISTRAR OF TITLES
(NORTHERN DISTRICT)

21 JUL 1989

DEP. REGISTRAR OF TITLES
(NORTHERN DISTRICT)

968N NOTIFICATION of CHANGE of BY-LAWS RECORDED THIS

- 6 JUN 1990

DEP. REGISTRAR OF TITLES
(NORTHERN DISTRICT)

81838M Notification of Change of Address for Service of Documents Recorded

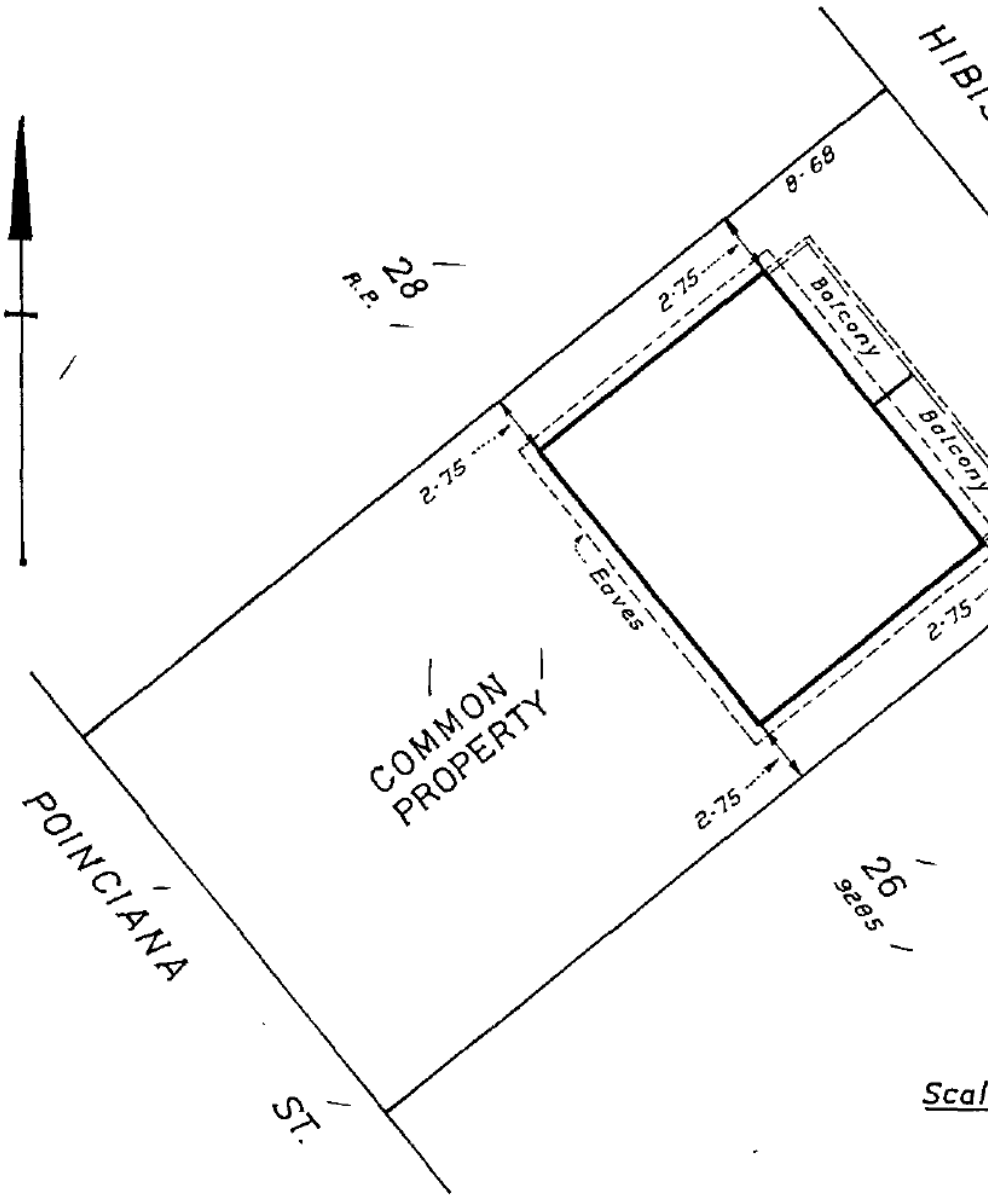
Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

Regulation 8(

Sheet No. 2 o

BUILDING UNITS PLAN No: [redacted] 70453



Scal

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

(Form 2)

Regulation 8(

Sheet No. 3 o

BUILDING UNITS PLAN No: [redacted] - 70453

Charles O'Neill Pty. Ltd., of 25 Grafton Street, Cairns, licensed surv

the Surveyors Act 1977-1981 hereby certifies that the building shown o

plan to which this certificate is annexed is within the external surfa

parcel the subject of the said plan.

Dated this twenty-first day of December

CHARLES O'NEILL PTY. LTD.

THE COMMON SEAL OF

Licensed Surv

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

(Form 3)

Regulation 8(

Sheet No. 4 o

BUILDING UNITS PLAN No: [redacted] - 70453

CERTIFICATE OF LOCAL AUTHORITY

Council of the Shire of Mulgrave hereby certifies that the proposed su parcel as illustrated in the abovementioned plan has been approved by Shire of Mulgrave and that all the requirements of the Local Governmen modified by the Building Units and Group Titles Act 1980 have been com to the subdivision.

Dated this eighth day of January

Seal

Council of the Shire

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

(Form 6)

Regulation 8(

Sheet No. 5 o

BUILDING UNITS PLAN No: [redacted] - 70453

I, PETER ROBINSON of 51 The Esplanade, Cai

a building surveyor appointed by the Council of the Shire of Mulgrave,

the building shown on the building units plan to which this certificat

substantially completed in accordance with plans and specifications ap

of the Shire of Mulgrave.

Dated this eighth day of January

.....

Building Surv

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

(Form 8)

Regulation 8(

Sheet No. 6 o

BUILDING UNITS PLAN No: [redacted] 70453

SCHEDULE OF LOT ENTITLEMENTS AND REFERENCE TO CURRENT CERTIFICA

Lot No.	Level	Entitlement	Cur
			Vol.
1	A	1	N 1277
2	A	1	"
3	B	1	"
4	B	1	"

Aggregate 4

Signature of Registered Proprietors:

L. Seager

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

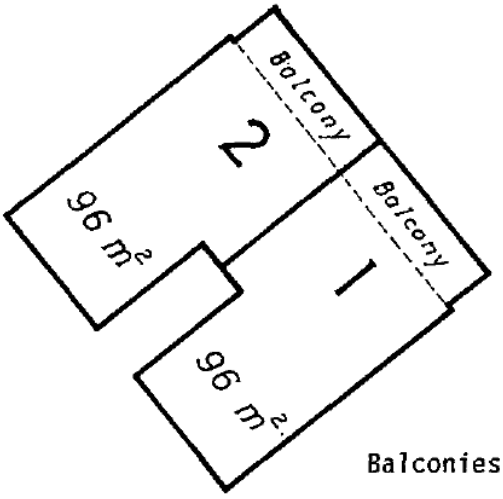
(Form 9)

Regulation 8(

Sheet No. 7 o

BUILDING UNITS PLAN No: [redacted] 70453

LEVEL A



Balconies are

Scale 1:300

Building Units and Group Titles Act 1980

BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

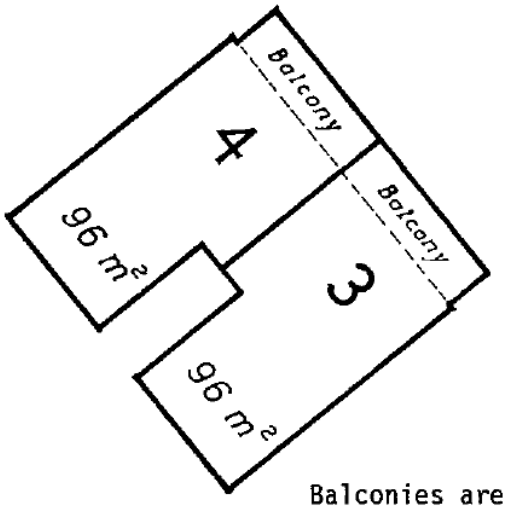
(Form 9)

Regulation 8(

Sheet No. 8 o

BUILDING UNITS PLAN No: [redacted] - 70453

LEVEL B



Balconies are

Scale 1:300

Cairns REGIONAL COUNCIL
ABN 24 310 025 910

Assessment No.
508416

Half Yearly Rates
Issue Date 17 July 2025

166218/A/847248
J L Thackray
Unit 3
13 Hibiscus Lane
HOLLOWAYS BEACH QLD 4879

Your **Rates Account** is **Due 20 August 2025**

Total Amount Due **$ 1,633.45**

Summary of Rates and Charges
For period 01/07/2025 to 31/12/2025

Land Use Code 0800

Property Location: 3/13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878
Property Description: LOT 3 TYP BUP PLN 70453
Improvements: Fhold-Unit
875.0000SQUARE METRES

General Residential K	101,250.00	$	560.60
Water Access Charge/s-Residential	1.00	$	213.75
Sewerage Charge/s-Residential	1.00	$	495.80
Cleansing Charge/s	1.00	$	237.50
State Emergency Management Levy 2 A	1.00	$	125.80

SEE OVER THE PAGE FOR INFORMATION ON THE STATE WASTE LEVY

Balance Brought Forward	$	0.00
Total new transactions	$	1,633.45
Total Account Balance	$	1,633.45

1/2

Your New Payment System
Payble allows you to pay rates and water with greater ease - providing flexible payment options, helpful reminders & support for all major bank accounts, credit and debit cards.

Scan the QR code to get started or visit:
pay.cairns.qld.gov.au

Payble

Pay In Person At Any Post Office
Post Billpay

Biller Code: 0212
Assessment No: 508416

Pay in-store at Australia Post, online at auspost.com.au/postbillpay or by phone 13 18 16

*212 508416

See over the page for more payment options.

166218/A/847248

Cairns REGIONAL COUNCIL

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Pay in full or choose **smaller instalments** that suit your budget

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- Card or bank payments
- See your balance

Powered By Payble

Rates Payment Slip

NAME
J L Thackray

PROPERTY
3/13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878

Assessment No.	508416
Due Date	20/08/2025
Total Amount Due	$ 1,633.45

State Waste Levy

Council has received an annual payment of $844,418 from the State Government to mitigate any direct impacts of the State Waste Levy on households.

The direct costs imposed by the State Waste Levy on Council are unknown. Council will use the annual payment received to mitigate any direct impacts of the State Waste Levy on households in accordance with the Waste Reduction and Recycling Act 2011, and will take any steps available to further mitigate costs to the greatest extent possible. Any net costs incurred by the imposed State Waste Levy after the annual payment and other mitigation strategies are applied are intended to be recovered by a separate charge in future years. For information please refer to the Council's Revenue Statement.

Information for Customers

1. **Please Note**
   In accordance with *the Local Government Act 2009* and Council's adopted budget resolutions, all rates and charges are payable by close of business on the due date.
2. **Interest**
   Compound interest at the rate determined by Council is accrued on all rates and charges which remain unpaid after the due date. Please note interest still applies if a payment arrangement or direct debit is in place.
3. **Experiencing Financial Difficulties**
   If you are experiencing financial difficulties or hardship and cannot pay this account by the due date please email revenue@cairns.qld.gov.au and officers will work with you to arrange a suitable payment plan to avoid recovery action and associated costs.
4. **Electronic Notices**
   Receive your rates and water notice by:
   * Email - Go to www.cairns.qld.gov.au/paperless
   * BPAY View - Register through your online banking facility
5. **Change of Postal Address**
   If the postal address shown overleaf is incorrect please contact Customer Service or visit Council's website www.cairns.qld.gov.au/change-address
6. **Refunds**
   Refunds can only be facilitated where the account is in credit or the monies were not intended for payment to Council e.g. incorrect biller code. To request a refund go to www.cairns.qld.gov.au/refund
7. **Privacy Statement**
   Your personal information has been collected for the purpose of ensuring Council has your correct contact information. Your information will be disclosed to authorised Council officers for business purposes only. Your information will also be disclosed to Department of Natural Resources and Mines and Australian Electoral Office for business purposes only.

More Payment Options

166218/A/847248

Payments at Council Offices

Spence Street Administration Centre
(Council Chambers), 119-145 Spence Street, Cairns

Open hours: 8:30am to 4:30pm Monday to Friday.
Closed on public holidays.

Accepts all Council payments.
EFTPOS (no cash withdrawals), credit card, cash (not accepted at libraries) & cheque payments (post dated cheques will not be accepted).

Payment by Phone

Credit Card Payment by Using BPOINT
Callers **within Australia** dial **1300 276 468**
Biller Code: 49346
Assessment No: 508416

Payment by Bpay

Biller Code: 49346
Ref: 508416

BPAY® this payment via Internet or phone banking.
BPAY View® – View and pay this bill using internet banking.
BPAY View Registration No: 508416

Pay Online

Simply scan the QR code to pay in full or choose from flexible weekly, fortnightly and monthly instalments.

New

- Helpful reminders
- Card or bank payments
- See your balance

You can also pay online at **pay.cairns.qld.gov.au**

Powered By Payble

Payment By Mail

Tear off this payment slip and mail with a cheque or money order made payable to:
Cairns Regional Council
PO Box 359, CAIRNS QLD 4870.
Cheque : Post dated cheques will not be accepted

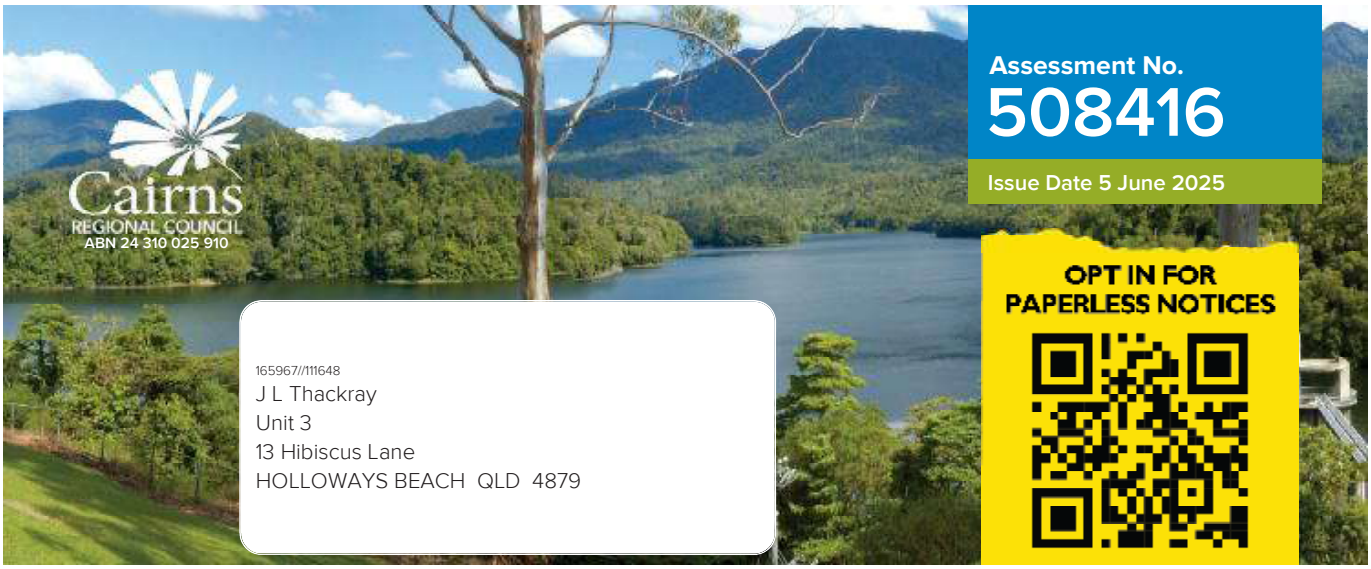
Account Enquiries

E: rates@cairns.qld.gov.au
P: 1300 69 22 47

For more information, visit
www.cairns.qld.gov.au

Switch to paperless notices

Sign up to receive your rates and water notices by email
Assessment: 508416



Cairns REGIONAL COUNCIL
ABN 24 310 025 910

165967//111648
J L Thackray
Unit 3
13 Hibiscus Lane
HOLLOWAYS BEACH QLD 4879

Assessment No.
508416

Issue Date 5 June 2025

OPT IN FOR PAPERLESS NOTICES

Your Water Usage **Account** is **Due 8 July 2025**

Total Amount Due **$ 147.05**

Property Location: 3/13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878
Property Description: LOT 3 TYP BUP PLN 70453 Fhold-Unit

Summary of Water Usage Charges

Meter No.	Previous Reading		Current Reading		ADC*	Usage	Rate	Usage Charge
12X010433	01/02/25	8655	21/05/25	9001	3.174	346	1.70	$147.05

*ADC = Average Daily Consumption (kilolitres)

Total Usage		346
Shared Meter Usage %		25.0000
Total Billable Usage		86
Balance Brought Forward	$	0.00
Total new transactions	$	147.05
Total Account Balance	$	147.05

1/2

Payment By **BPAY**

Biller Code: 51722
Ref: 508416

BPAY® this payment via Internet or phone banking.
BPAY View® – View and pay this bill using internet banking.
BPAY View Registration No: 508416

Payment **Online**

Pay by credit card online at **www.cairns.qld.gov.au/water**
Biller Code: 1566728

Payment By **Phone**

Credit Card Payment by Using BPOINT

Callers **within Australia** dial **1300 276 468**

Biller Code: 51722
Assessment No: 508416

See over the page for more payment options.

165967//111648

Cairns REGIONAL COUNCIL

Switch to paperless notices

Sign up to receive your rates and water notices by email
Reference: 508416

Remittance Advice By Mail

Post your payment with this payment slip to:

Cairns Regional Council
PO Box 359
Cairns QLD 4870

Post dated cheques will not be accepted.

Pay In Person At Any Post Office

Post Billpay
Biller Code: 0430
Ref: 508416

Pay in-store at Australia Post, online at auspost.com.au/postbillpay or by phone 13 18 16

*430 508416

Water Payment Slip

NAME
J L Thackray

PROPERTY
3/13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878

Assessment No.	508416
Due Date	08/07/2025
Total Amount Due	$ 147.05

Information for Customers

1. **Please Note.** In accordance with *the Local Government Act 2009* and Council's adopted budget resolutions, all rates and charges are payable by close of business on the due date.
2. **Interest.** Compound interest at the rate determined by Council is accrued on all rates and charges which remain unpaid after the due date. Please note interest still applies if a payment arrangement or direct debit is in place.
3. **Experiencing Financial Difficulties**. If you are experiencing financial difficulties and cannot pay this account by the due date please contact Customer Service and make arrangements to avoid recovery action and associated costs.
4. **Electronic Notices.** Receive your water usage notices by:
   * Email - Go to www.cairns.qld.gov.au/water
   * Bpay View - Register through your online banking facility
5. **Change of Postal Address.** If the postal address shown overleaf is incorrect please contact Customer Service or visit Council's website www.cairns.qld.gov.au/change-address
6. **Refunds.** Refunds can only be facilitated where the account is in credit or the monies were not intended for payment to Council e.g. incorrect biller code. To request a refund go to www.cairns.qld.gov.au/refund
7. **Privacy Statement.** Your personal information has been collected for the purpose of ensuring Council has your correct contact information. Your information will be disclosed to authorised Council officers for business purposes only. Your information will also be disclosed to Department of Natural Resources and Mines and Australian Electoral Office for business purposes only.
8. **Customer Service Standard.** For information on the Water & Waste Customer Service Standards please visit www.cairns.qld.gov.au

No water at your property?

Find out if there is a water outage in your area

Visit
www.cairns.qld.gov.au/interruptions

OR

SCAN ME

More Payment Options

Payments through Australia Post
You can make regular or one off payments by simply taking this notice into your nearest Australia Post.

Payments by:
- **EFTPOS** Facilities are available
- **Credit Card Payments** (MasterCard and Visa Card)
- **Cheque** Post Dated cheques will not be accepted.
- **Cash**

By Phone with Australia Post
Payments can be made through Australia Post using MasterCard and Visa Card.
For callers within Australia, dial 13 18 16
For overseas callers, dial +61 13 18 16

Internet
Online at auspost.com.au/postbillpay

Payments at Council Offices
Open Monday to Friday

For Customer Service Centres and operating hours please refer to
www.cairns.qld.gov.au/council/contact-us

Payment methods accepted:

- **EFTPOS** Facilities are available at Council's Business Offices, however no cash withdrawals can be made.
- **Credit Card Payments**
- **Cheque** Post Dated cheques will not be accepted.
- **Cash** – cash not accepted at libraries

Payment By Mail
Tear off this payment slip and mail with a cheque or money order made payable to:

Cairns Regional Council
PO Box 359, CAIRNS QLD 4870.

Cheque Post dated cheques will not be accepted. Property owners will be liable for any dishonour fees and interest will apply where cheques are dishonoured and not rectified prior to the due date. Acceptance of a cheque is subject to collection of the proceeds.

Account Enquiries

E: **waterbilling@cairns.qld.gov.au**
P: 1300 69 22 47

For more information, visit
www.cairns.qld.gov.au

Department of the Environment, Tourism, Science and Innovation (DETSI)
ABN 46 640 294 485
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA
www.detsi.qld.gov.au

SEARCH RESPONSE
ENVIRONMENTAL MANAGEMENT REGISTER (EMR)
CONTAMINATED LAND REGISTER (CLR)

THACKRAY
1/13 HIBISCUS LANE
HOLLOWAYS BEACH QLD 4878

Transaction ID: 51065700 EMR Site Id: 03 October 2025
Cheque Number:
Client Reference:

This response relates to a search request received for the site:
Lot: 3 Plan: BUP70453
3/13 HIBISCUS LANE
HOLLOWAYS BEACH

EMR RESULT

The above site is NOT included on the Environmental Management Register.

CLR RESULT

The above site is NOT included on the Contaminated Land Register.

ADDITIONAL ADVICE

All search responses include particulars of land listed in the EMR/CLR when the search was generated. The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DETSI has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DETSI has not been notified

If you have any queries in relation to this search please email emr.clr.registry@detsi.qld.gov.au

Administering Authority

QUEENSLAND GOVERNMENT

Department of Transport and Main Roads

Property Search - Advice to Applicant

Property Search Reference: 955481 Date: 03-Oct-2025 11:39:16 AM
Search Request Reference: 146312183

Applicant Details:

Applicant: Helen Brennan
nat@bcreports.com.au
Buyer: THACKRAY

Search Response:

Your request for a property search on Lot 3 on Plan BUP70453 at 13 HIBISCUS LANE HOLLOWAYS BEACH 4878 has been processed.

At this point in time, the Department of Transport and Main Roads has no land requirement from the specified property.

Note:

1. Development proposed on this property may require approval under the Planning Act. This may include referral to the State Assessment and Referral Agency for assessment of the impacts to state transport corridors and infrastructure.
2. New or changed access between this property and a state transport corridor will require approval under the Transport Infrastructure Act.
3. To see what other State Government planning has been identified in your area, please refer to the online DA Mapping system. Refer to the State Transport interests under the SARA layers to identify what interests TMR has in your locality.
   < https://planning.dsdmip.qld.gov.au/maps/sara-da >
4. Any properties located in proximity to a current or future State transport corridor may be affected by noise. For existing corridors, refer to the online SPP interactive mapping system. Select the Information Purposes and refer to the Transport Infrastructure. If the property is located in a mandatory transport noise corridor then Mandatory Part 4.4 of the Queensland Development Code will apply.
   < https://planning.dsdmip.qld.gov.au/maps/spp >

Disclaimer:

Any information supplied by this Department of Transport and Main Roads' (TMR) property search is provided on the basis that you will use your own judgement to independently evaluate, assess and verify the information's completeness, suitability, purpose and usefulness.

Without limitation, TMR is under no liability for any negligence, claim, loss or damage (including consequential or indirect loss or lost time, profits, savings, contracts, revenue, interest, business opportunities, goodwill or damage to reputation) however caused (whether by negligence or otherwise) that may be suffered or incurred or that may arise directly or indirectly out of any act or omission on its part in connection with the use and reliance upon, and the provision of this property search, including loss or damage caused by any delays in providing this property search to the party who requested the information or any errors, misdescriptions, incompleteness and inaccuracies in the information. TMR excludes all warranties, representations, terms, conditions and undertaking in respect of the completeness, quality, accuracy, suitability or fitness of the information contained in this property search for your purpose. You acknowledge that the information provided is indicative only and may be subject to change.

Privacy Statement:

The personal information collected on this property search is required to enable TMR to communicate with you regarding your enquiry. The information recorded will not be disclosed to a third party without your consent or unless required or authorised to do so by law.

Job ID 51336532

Unit 3 13 Hibiscus Lane

Review responses online ↗

Received 4 of 4 responses

All responses received

Unit 3 13 Hibiscus Lane, Holloways Beach
QLD 4878

Job dates
10/10/2025 → 31/10/2025

These plans expire on
31 Oct 2025

Lodged by
Helen Brennan

Authority	Status	Page
BYDA Confirmation		2
Cairns Regional Council	Received	4
Ergon QLD	Received	7
NBN Co Qld	Received	45
Telstra QLD Regional	Received	56

Job ID 51336532

Cairns Regional Council

Referral
262079619

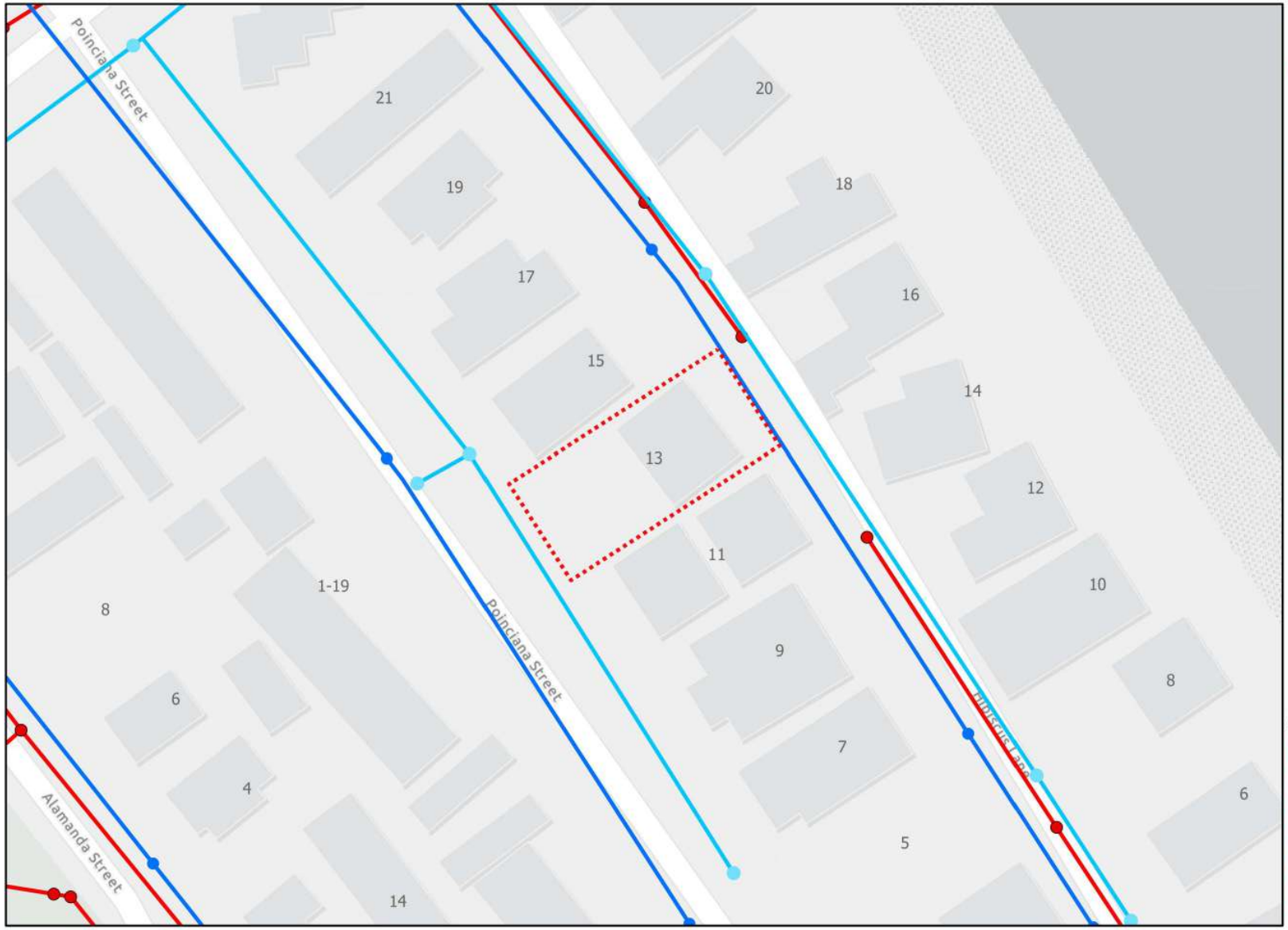
Member Phone
(07) 4044 3044

Responses from this member

Response received Fri 3 Oct 2025 11.28am

File name	Page
Response Body	5
ASSET 262079619.pdf	6

Job # 51336532
Seq # 262079619
Provided by Cairns Regional Council



Legend

- BYDA Enquiry

Water
- Water Nodes
- Water Pipes

Drainage
- Drainage Nodes
- Drainage Lines

Sewer
- Sewer Node
- Sewer Gravity Pipe
- Sewer Rising Main

Esri Community Maps Contributors, Departmer
Resources, DESI, © OpenStreetMap, Microsoft
TomTom, Garmin, METI/NASA, USGS

Disclaimer: While reasonable measures
been taken to ensure the accuracy
information contained in this plan resp
Cairns Regional Council shall not hav
liability whatsoever in relation to any
damage, cost or expense arising from th
of this plan response or the inforr
contained in it or the completene
accuracy of such information. Use of
information is subject to and cons
acceptance of these terms.

In an emergency contact Cairns Regional Council on 1300 69 22 47

03/10/25 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

Job ID 51336532

Ergon QLD

Referral
262079620

Member Phone
13 10 46

Responses from this member

Response received Fri 3 Oct 2025 11.30am

File name	Page
Response Body	8
Ergon Energy BYDA Terms and Conditions.pdf	11
262079620 - Ergon Energy Plan.pdf	16
Working Near Overhead and Underground Electric Lines.pdf	17

All underground cables shall be treated as being energised. Where a cable is located that is not represented on the ERGON ENERGY NETWORK BYDA map, then ERGON ENERGY NETWORK shall be contacted immediately.

Job ID 51336532

NBN Co Qld

Referral
262079618

Member Phone
1800 687 626

Responses from this member

Response received Fri 3 Oct 2025 11.39am

File name	Page
Response Body	46
Disclaimer_262079618_20251003_013920705401.pdf	47
262079618_20251003_013920705401_1.pdf	51
4678_NBN_Dial_Before_You_Dig_Poster_20170517.pdf	54

LEGEND

34	Parcel and the location
5	Pit with size "5"
2E	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
2 PO – T- 25.0m P40 – 20.0m 5 — 9	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
2 10.0m 5 — 9	2 Direct buried cables between pits of sizes ,"5" and "9" are 10.0m apart.
5 — 9	Trench containing any INSERVICE/CONSTRUCTED (Copper/RF/Fibre) cables.
5 — 9	Trench containing only DESIGNED/PLANNED (Copper/RF/Fibre/Power) cables.
5 — 9	Trench containing any INSERVICE/CONSTRUCTED (Power) cables.
BROADWAY ST	Road and the street name "Broadway ST"
Scale	0 20 40 60 Meters 1:2000 1 cm equals 20 m

Emergency Contacts

You must immediately report any damage to the **nbn™** network that you are/become aware of. Notification may be by telephone - 1800 626 329.

Job ID 51336532

Telstra QLD Regional

Referral
262079621

Member Phone
1800 653 935

Responses from this member

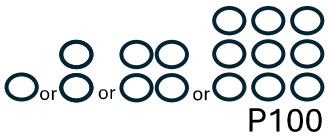
Response received Fri 3 Oct 2025 11.37am

File name	Page
Response Body	57
AccreditedPlantLocators 2025-09-16a.pdf	59
Telstra Map Legend v4_0c.pdf	60
262079621.pdf	61
Telstra Duty of Care v33.0a.pdf	63

LEGEND

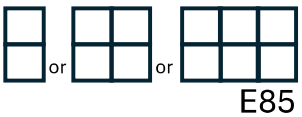
	Leadin terminates at a Customer Address
	Exchange Major Cable Present
	Pillar / Cabinet Above ground Free Standing
	Above ground Complex Equipment Please note: Powered by 240v electricity
OC	Other Carrier Telecommunication Cable/ Asset. Not Telstra Owned
DIST	Distribution cables in Main Cable Ducts
MC	Main Cable ducts on a Distribution Plan
	Blocked or Damaged Duct
	Footway Access Chamber (can vary between 1-lid to 12-lid
	NBN Pillar
	Third Party Owned Network Non-Telstra

6 D	Cable Jointing Pit Number / Letter indicati
EJ	Elevated Joint (above ground joint on b
	Telstra Plant in shared l
	Aerial cable / or cable or
	Aerial cable (attached to joint use Pc
M	Marker Post Installed
T or TR	Buried Transponder
MT	Marker Post & Transponder
SMOF	Optical Fibre Cable Direct
	Direct Buried Cable
	nbn owned network



Single to Multiple Round Conduit Configurations 1,2,4,9 respectively

(attached text denotes conduit type and size)



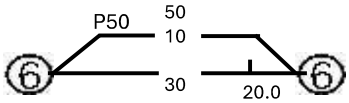
Multiple Square Conduit configurations 2,4,6 respectively

(attached text denotes conduit type and size)

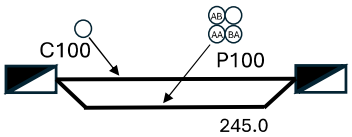
Some examples of conduit type and size

A - Asbestos cement, P - PVC / Plastic, C -
GI - Galvanised Iron, E - Earthenware
Conduit sizes nominally range from 20mm
P50 50mm PVC conduit
P100 100mm PVC conduit
A100 100mm asbestos cement conduit

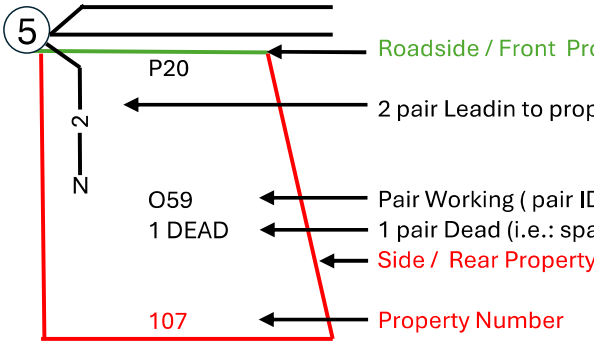
Some Examples of how to read Telstra Plans



One 50mm PVC conduit (P50) containing a 50-pair and a 10-pair cable between two 6 pits. approximately 20.0m apart, with a direct buried 30-pair cable along the same route.



Two separate conduit runs between two footway access chambers (manholes) approximately 245m apart A nest of four 100mm PVC conduits (P100) containing assorted cables in three ducts (one being empty) and one empty 100mm concrete duct (C100) along the same route.



The 5 Ps of Safe Excavation

https://www.byda.com.au/before-you-dig/bes

Plan

Plan your job. Use

Prepare

Prepare by

Pothole

Potholing is

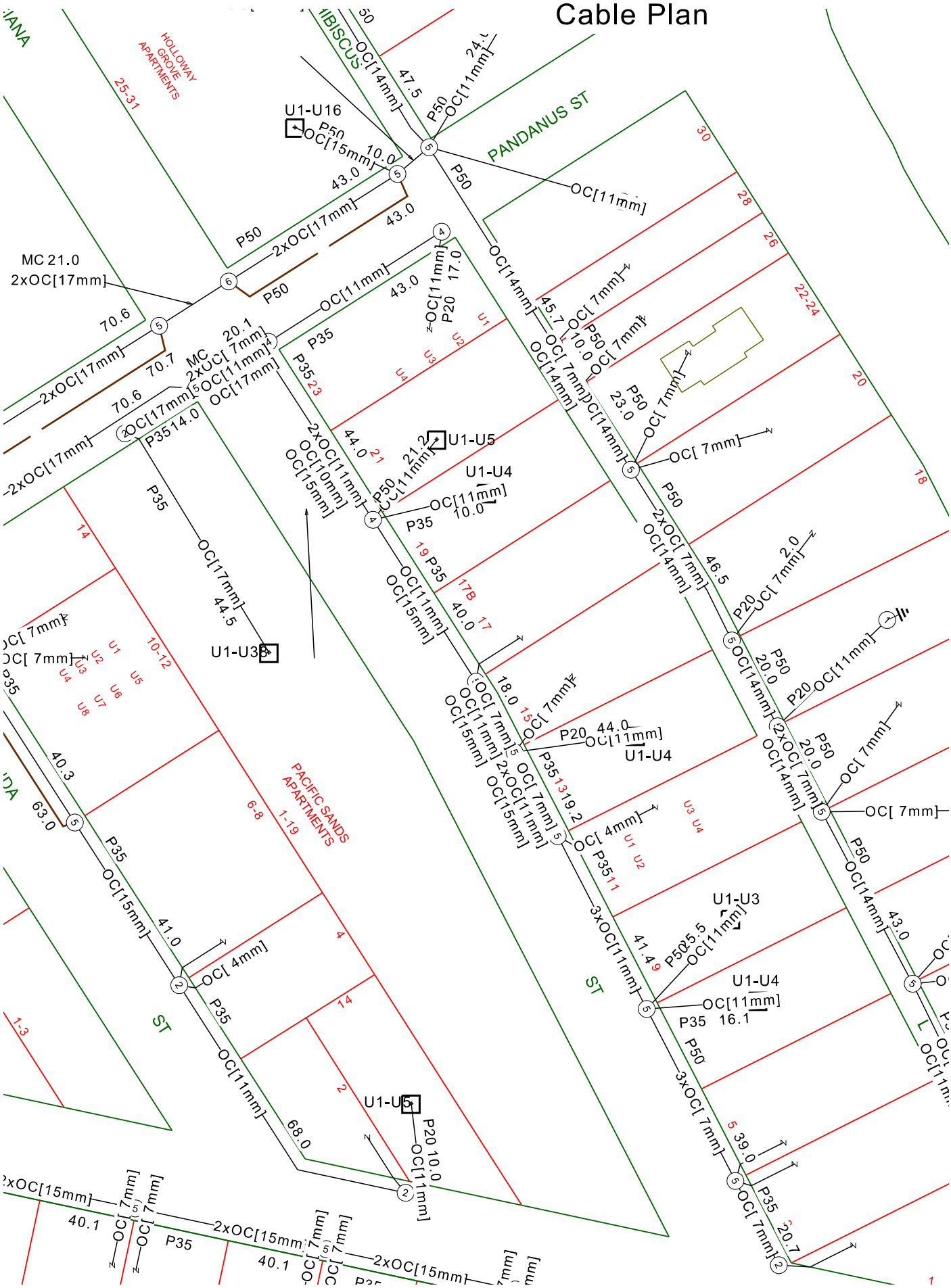
Protect

Protecting and

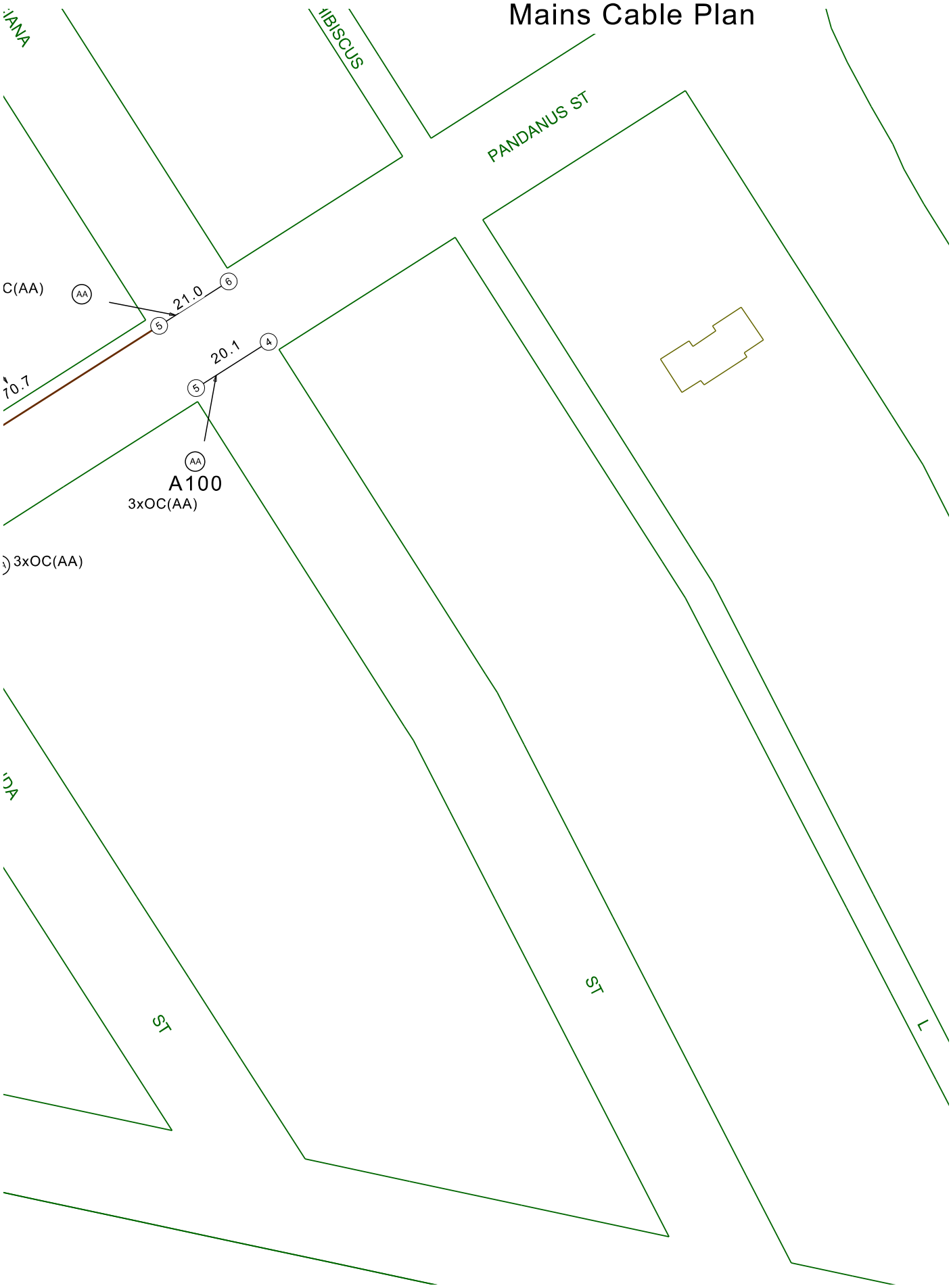
Pr

Only

Cable Plan


HOLLOWAY GROVE APARTMENTS
25-31
IBISCUS
PANDANUS ST
U1-U16
P50
OC[15mm]
10.0
43.0
2xOC[17mm]
MC 21.0
2xOC[17mm]
70.6
70.7
MC
2xOC[7mm]
2xOC[11mm]
OC[17mm]
P35 14.0
P35
OC[17mm]
44.5
U1-U3
OC[11mm]
P35
OC[7mm]
OC[4mm]
68.0
U1-U5
P20 10.0
OC[11mm]
2xOC[15mm]
40.1
PACIFIC SANDS APARTMENTS
1-19
6-8
10-12
14
4
2
1-3
47.5
OC[14mm]
OC[11mm]
17.0
P20
U1-U5
U1-U4
OC[11mm]
10.0
44.0
2xOC[11mm]
OC[10mm]
OC[15mm]
40.0
18.0
OC[7mm]
P20 44.0
OC[11mm]
U1-U4
19.2
OC[4mm]
3xOC[11mm]
41.4
U1-U3
OC[11mm]
U1-U4
OC[11mm]
P35 16.1
3xOC[7mm]
39.0
20.7
45.7
OC[7mm]
10.0
23.0
46.5
2xOC[7mm]
OC[14mm]
20.0
2xOC[7mm]
43.0
30
28
26
22-24
20
18
17B
17
15
13
11
9
5
2

Mains Cable Plan



QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION

FORM 23
POOL SAFETY CERTIFICATE

A pool safety certificate is required in Queensland when selling or leasing a property with a regulated pool.
This form is to be used for the purposes of sections 246AA and 246AK of the *Building Act 1975.*

1. Pool safety certificate number

Identification number: PSC0254507

2. Location of the swimming pool

Property details are usually shown on the title documents and rates notices

Street address: 13 HIBISCUS LANE

HOLLOWAYS BEACH QLD

Postcode 4 8 7 8

Lot and plan details: 9999/BUP/70453

Local government area: CAIRNS REGIONAL

3. Exemptions or alternative solutions for the swimming pool (if applicable)

If an exemption or alternative solution is applicable to the swimming pool please state this. This will help provide pool owners with a concise and practical explanation of the exemption or alternative solution. It will also help to ensure the ongoing use of the pool and any future modifications do not compromise compliance with the pool safety standard.

No disability exemption applies; No impracticality exemption applies

No alternative solution applies

4. Pool properties

Shared pool ☑ Non-shared pool ☐ Number of pools 1

5. Pool safety certificate validity

Effective date: 0 3 / 0 6 / 2 0 2 5

Expiry date: 0 3 / 0 6 / 2 0 2 6

6. Certification

I certify that I have inspected the swimming pool and I am reasonably satisfied that, under the *Building Act 1975*, the pool is a complying pool.

Name: Bailey Wieden

Pool safety inspector licence number: PS15429679

Signature: Bailey Wieden

Other important information that could help save a young child's life

It is the pool owner's responsibility to ensure that the pool (including the barriers for the pool) is properly maintained at all times to comply with the pool safety standard under the *Building Act 1975*. High penalties apply for non-compliance. Parents should also consider beginning swimming lessons for their young children from an early age. Please visit https://www.qbcc.qld.gov.au/your-property/swimming-pools/pool-safety-standard for further information about swimming pool safety. This pool safety certificate does not certify that a building development approval has been given for the pool or the barriers for the pool. You can contact your local government to ensure this approval is in place.

Privacy statement

The Queensland Building and Construction Commission is collecting personal information as required under the *Building Act 1975*. This information may be stored by the QBCC, and will be used for administration, compliance, statistical research and evaluation of pool safety laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the Building Act 1975. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

RTI: The information collected on this form will be retained as required by the *Public Records Act 2002* and other relevant Acts and regulations, and is subject to the Right to Information regime established by the *Right to Information Act 2009*.

This is a public document and the information in this form will be made available to the public.

Body Corporate and Community Management Act 1997
BCCM Form 33; BCCM Form 34

BODY CORPORATE CERTIFICATE

The information in this certificate is issued on **03/10/2025**.

Name of Scheme	SILKWOOD CTS 1167	**Lot**	3

WARNING - Do not sign a contract to buy a property in a community titles scheme until you have read and understood the information in this certificate. Obtain independent legal advice if needed.

For the sale of a lot included in a community titles scheme under the *Body Corporate and Community Management Act 1997.*
You may rely on this certificate against the body corporate as conclusive evidence of matters stated in the certificate, except any parts where the certificate contains an error that is reasonably apparent.

This certificate contains important information about the lot and community titles scheme named in the certificate, including:
- becoming an owner and contacting the body corporate
- details of the property and community titles scheme
- by-laws and exclusive use areas
- lot entitlements and financial information
- owner contributions and amounts owing
- common property and assets
- insurance
- contracts and authorisations.

This certificate does not include information about:
- physical defects in the common property or buildings in the scheme;
- body corporate expenses and liabilities for which the body corporate has not fixed contributions;
- current, past or planned body corporate disputes or court actions;
- orders made against the body corporate by an adjudicator, a tribunal or a court;
- matters raised at recent committee meetings or body corporate meetings;
- the lawful use of lots, including whether a lot can be used for short-term letting; or
- *for schemes under specified two-lot schemes module*, body corporate decisions made by lot owner agreements (other than lot owner agreements about agreed body corporate expenses).

Search applicable planning laws, instruments and documents to find out what your lot can be used for. If you are considering short-term letting your lot, contact your solicitor, the relevant local government or other planning authority to find out about any approvals you will need or if there are any restrictions on short-term letting. It is possible that lots in the community titles scheme are being used now or could in future be used lawfully or unlawfully for short-term or transient accommodation.

The community management statement
Each community titles scheme has a community management statement (CMS) recorded with Titles Queensland, which contains important information about the rights and obligations of the owners of lots in the scheme. The seller must provide you with a copy of the CMS for the scheme before you sign a contract.

The Office of the Commissioner for Body Corporate and Community Management
The Office of the Commissioner for Body Corporate and Community Management provides an information and education service and a dispute resolution service for those who live, invest or work in community titles schemes. Visit www.qld.gov.au/bodycorporate.
You can ask for a search of adjudicators orders to find out if there are any past or current dispute applications lodged for the community titles scheme for the lot you are considering buying www.qld.gov.au/searchofadjudicatorsorders.

Becoming an owner
When you become an owner of a lot in a community titles scheme, you:
- automatically become a member of the body corporate and have the right to participate in decisions about the scheme;
- must pay contributions towards the body corporate's expenses in managing the scheme; and
- must comply with the body corporate by-laws.

You must tell the body corporate that you have become the owner of a lot in the scheme within 1 month of settlement. You can do this by using the "BCCM Form 8 – Information for body corporate roll". Fines may apply if you do not comply.

For schemes under specified two-lot schemes module, a body corporate under the Body Corporate and Community Management (Specified Two-lot Schemes Module) Regulation 2011 consists of the owners of the two lots in the scheme. The two lot owners make body corporate decisions by agreement (called 'lot owner agreements').

How to get more information
You can inspect the body corporate records which will provide important information about matters not included in this certificate. To inspect the body corporate records, you can contact the person responsible for keeping body corporate records (see below), or you can engage the services of a search agent. Fees will apply. Planning and development documents can be obtained from the relevant local government or other planning authority. Some relevant documents, such as the development approval, may be available from the body corporate, depending on when and how the body corporate was established.

Contacting the body corporate

The body corporate is an entity made up of each person who owns a lot within a community titles scheme.

Name and number of community titles scheme	**SILKWOOD CTS 1167**
Address of community titles scheme	13 HIBISCUS LANE, HOLLOWAYS BEACH QLD 4878
Body corporate manager	Bodies corporate often engage a body corporate manager to handle administrative functions. The body corporate manager for the scheme: TCM AGREEMENTS PTY LTD Company ABN: 85622244188 Suite 1, 27 Lake Street CAIRNS QLD 4870 Ph: 07 4031 7877 info@tcmstrata.com
Accessing records	Who is responsible for keeping the body corporate's records? - The body corporate manager named above.

Property and community titles scheme details

Lot number	3
Plan number	BUP70453
Plan of subdivision	The plan of subdivision applying to a lot determines maintenance and insurance responsibilities.
Regulation module	Standard There are 5 regulation modules for community titles schemes in Queensland. The regulation module that applies to the scheme determines matters such as the length of service contracts and how decisions are made. More information is available from www.qld.gov.au/buyingbodycorporate.
Layered arrangements of community titles schemes	A layered arrangement is a grouping of community titles schemes, made up of a principal scheme and one or more subsidiary schemes. Find more information at www.qld.gov.au/buyingbodycorporate. **Is the scheme part of a layered arrangement of community titles schemes?** - No If yes, you should investigate the layered arrangement to obtain further details about your rights and obligations. The name and number of each community titles scheme part of the layered arrangement should be listed in the community management statement for the scheme given to you by the seller.
Building management statement	A building management statement is a document, which can be put in place in certain buildings, that sets out how property and shared facilities are accessed, maintained and paid for by lots in the building. It is an agreement between lot owners in the building that usually provides for supply of utility services, access, support and shelter, and insurance arrangements. A lot can be constituted by a community titles scheme's land. **Does a building management statement apply to the community titles scheme?** - No If yes, you can obtain a copy of the statement from Titles Queensland at www.titlesqld.com.au. You should seek legal advice about the rights and obligations under the building management statement before signing the contract – for example, this can include costs the body corporate must pay in relation to shared areas and services.

By-laws and exclusive use areas

The body corporate may make by-laws (rules) about the use of common property and lots included in the community titles scheme. You must comply with the by-laws for the scheme. By-laws can regulate a wide range of matters, including noise, the appearance of lots, carrying out work on lots (including renovations), parking, requirements for body corporate approval to keep pets, and whether smoking is permitted on outdoor areas of lots and the common property. However, by-laws cannot regulate the type of residential use of lots that may lawfully be used for residential purposes. You should read the by-laws before signing a contract.

What by-laws apply?

The by-laws that apply to the scheme are specified in the community management statement for the scheme provided to you by the seller. The community management statement will usually list the by-laws for the scheme. If the statement does not list any by-laws, Schedule 4 of the *Body Corporate and Community Management Act 1997* will apply to the scheme. In some older schemes, the community management statement may state that the by-laws as at 13 July 2000 apply. In these cases, a document listing the by-laws in consolidated form must be given with this certificate.

General by-laws	The by-laws are listed in the community management statement, or a consolidated set of by-laws is given with this certificate.
Exclusive use areas	Individual lots may be granted exclusive use of common property or a body corporate asset, for example, a courtyard, car park or storage area. The owner of a lot to whom exclusive use rights are given will usually be required to maintain the exclusive use area unless the exclusive use by-law or other allocation of common property provides otherwise. **Are there any exclusive use by-laws or other allocations of common property in effect for the community titles scheme?** - No If yes, the exclusive use by-laws or other allocations of common property for the schemes are listed in the community management statement and/or given with this certificate.

Lot entitlements and financial information

Lot entitlements are used to determine the proportion of body corporate expenses each lot owner is responsible for. The community management statement contains two schedules of lot entitlements – a contribution schedule of lot entitlements and an interest schedule of lot entitlements, outlining the entitlements for each lot in the scheme. The contribution schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to most body corporate expenses, and the interest schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to insurance expenses in some cases. Lots may have different lot entitlements and therefore may pay different contributions to the body corporate's expenses.

You should consider the lot entitlements for the lot compared to the lot entitlements for other lots in the scheme before you sign a contract of sale.

Contribution schedule	Contribution schedule lot entitlement for the lot: **1** Total contribution schedule lot entitlements for all lots: **4**
Interest schedule	Interest schedule lot entitlement for the lot: **1** Total interest schedule lot entitlements for all lots: **4**
Statement of accounts	The most recent statement of accounts prepared by the body corporate for the notice of the annual general meeting for the scheme is given with this certificate.
Owner contributions (levies)	- The contributions (levies) paid by each lot owner towards body corporate expenses is determined by the budgets approved at the annual general meeting of the body corporate. - You need to pay contributions to the body corporate's **administrative fund** for recurrent spending and the **sinking fund** for capital and non-recurrent spending. - If the Commercial Module applies to the community titles scheme, there may also be a **promotion fund** that owners of lots have agreed to make payments to. **- WARNING: <u>You may have to pay a special contribution</u> if a liability arises for which no or inadequate provision has been made in the body corporate budgets.** - The contributions payable by the owner of the lot that this certificate relates to are listed over the page.
Body corporate debts	**If any contributions or other body corporate debt (including penalties or reasonably incurred recovery costs) owing in relation to the lot are not paid before you become the owner of the property, YOU WILL BE LIABLE TO PAY THEM TO THE BODY CORPORATE.** Before signing the contract, you should make sure that the contract addresses this or provides for an appropriate adjustment at settlement.

Owner contributions and amounts owing

Administrative fund contributions

Total amount of contributions (before any discount) for Lot 3 for the current financial year	$6,070.00
Number of instalments for the current financial year	4
Monthly penalty for overdue contributions (if applicable)	0%
Discount for on-time payments (if applicable)	N/A

Due Date	Details	Amount	Discount	Paid
01/04/2025	Standard Levy Contribution Schedule (01/04/2025 - 30/06/2025)	$715.00	$0.00 if paid by 01/04/2025	Fully Paid
01/04/2025	Insurance Levy (01/04/2025 - 30/06/2025)	$435.00	$0.00 if paid by 01/04/2025	Fully Paid
01/07/2025	Standard Levy Contribution Schedule (01/07/2025 - 30/09/2025)	$1,085.00	$0.00 if paid by 01/07/2025	Fully Paid
01/07/2025	Insurance Levy (01/07/2025 - 30/09/2025)	$555.00	$0.00 if paid by 01/07/2025	Fully Paid
01/10/2025	Standard Levy Contribution Schedule (01/10/2025 - 31/12/2025)	$1,085.00	$0.00 if paid by 01/10/2025	Fully Paid
01/10/2025	Insurance Levy (01/10/2025 - 31/12/2025)	$555.00	$0.00 if paid by 01/10/2025	Fully Paid
01/01/2026	Standard Levy Contribution Schedule (01/01/2026 - 31/03/2026)	$1,085.00	$0.00 if paid by 01/01/2026	Not Paid
01/01/2026	Insurance Levy (01/01/2026 - 31/03/2026)	$555.00	$0.00 if paid by 01/01/2026	Not Paid

Administrative fund contributions pre-issued for the next financial year

Due Date	Details	Amount	Discount	Paid
01/04/2026	Standard Levy Contribution Schedule (01/04/2026 - 30/06/2026)	$1,085.00	$0.00 if paid by 01/04/2026	Not Paid
01/04/2026	Insurance Levy (01/04/2026 - 30/06/2026)	$555.00	$0.00 if paid by 01/04/2026	Not Paid

Sinking fund contributions

Total amount of contributions (before any discount) for Lot 3 for the current financial year	$1,025.00
Number of instalments for the current financial year	4
Monthly penalty for overdue contributions (if applicable)	0%
Discount for on-time payments (if applicable)	N/A

Due Date	Details	Amount	Discount	Paid
01/04/2025	Standard Levy Contribution Schedule (01/04/2025 - 30/06/2025)	$245.00	$0.00 if paid by 01/04/2025	Fully Paid
01/07/2025	Standard Levy Contribution Schedule (01/07/2025 - 30/09/2025)	$260.00	$0.00 if paid by 01/07/2025	Fully Paid
01/10/2025	Standard Levy Contribution Schedule (01/10/2025 - 31/12/2025)	$260.00	$0.00 if paid by 01/10/2025	Fully Paid
01/01/2026	Standard Levy Contribution Schedule (01/01/2026 - 31/03/2026)	$260.00	$0.00 if paid by 01/01/2026	Not Paid

Sinking fund contributions pre-issued for the next financial year

Due Date	Details	Amount	Discount	Paid
01/04/2026	Standard Levy Contribution Schedule (01/04/2026 - 30/06/2026)	$260.00	$0.00 if paid by 01/04/2026	Not Paid

Special contributions (if any)
You can access the body corporate records for more information.

Total amount of contributions (before any discount) for Lot 3	$0.00
Monthly penalty for overdue contributions (if applicable)	0%
Discount for on-time payments (if applicable)	N/A

Due Date	Details	Amount	Discount	Paid

Other amounts payable by the lot owner (if any)
For the current financial year there are:

Amounts payable under exclusive use by-laws	
Amounts payable under service agreements (that are not included in body corporate contributions for the lot)	
Other amounts payable (see explanation given with this certificate)	

Summary of amounts due but not paid by the current owner
At the date of this certificate 03/10/2025, the following amounts are due but not yet paid for the lot.
A $0.00 or Nil balance indicates that all payments for the lot are up to date.

Overdue annual contributions	$0.00
Overdue special contributions	$0.00
Penalties on overdue contributions	$0.00
Other amounts due but not paid	$0.00
Total amounts due but not paid	**$0.00**
Total amount in credit (if applicable) Credit balance on the lot and payments made before due date.	$0.00

Common property and assets

When you buy a lot in a community titles scheme, you also own a share in the common property and assets for the scheme. Common property can include driveways, lifts and stairwells, and shared facilities. Assets can include gym equipment and pool furniture.

The body corporate is usually responsible for maintaining common property in a good and structurally sound condition. An owner is usually responsible for maintaining common property or assets that their lot has been allocated exclusive use of, or for maintaining improvements to common property or utility infrastructure that is only for the benefit of their lot. The body corporate may have additional maintenance responsibilities, depending on the plan of subdivision the scheme is registered under. For more information, visit www.qld.gov.au/buyingbodycorporate.

Sinking fund forecast and balance (maintenance and replacement of common property / assets	The body corporate must have a sinking fund to pay for future capital expenses, such as repairs or replacement of common property and assets. The body corporate must raise enough money in its sinking fund budget each year to provide for spending for the current year and to reserve an amount to meet likely spending for 9 years after the current year. If there is not enough money in the sinking fund at the time maintenance is needed, lot owners will usually have to pay additional contributions. Prior to signing a contract, you should consider whether the current sinking fund balance is appropriate to meet likely future capital expenditure. **Does the body corporate have a current sinking fund forecast that estimates future capital expenses and how much money needs to be accumulated in the sinking fund?** - Yes If yes, you can obtain a copy from the body corporate records. **Current sinking fund balance (as at date of certificate):** $9,891.37
Improvements to common property the lot owner is responsible for	A lot owner may make improvements to the common property for the benefit of their lot if authorised by the body corporate or under an exclusive use by-law. The owner of the lot is usually responsible for maintenance of these improvements, unless the body corporate authorises an alternative maintenance arrangement or it is specified in the relevant by-law. **Are there any authorised improvements to the common property that the owner of the lot is responsible for maintaining in good condition?** - No If yes, details given with this certificate.
Body corporate assets	The body corporate must keep a register of all body corporate assets worth more than $1,000. - A copy of the body corporate register of assets is given with this certificate (if any).

Insurance

The body corporate must insure the common property and assets for full replacement value and public risk.

The body corporate must insure, for full replacement value, the following buildings where the lots in the scheme are created:
- under a building format plan of subdivision or volumetric format plan of subdivision - each building that contains an owner's lot (e.g. a unit or apartment); or
- under a standard format plan of subdivision - each building on a lot that has a common wall with a building on an adjoining lot.

Body corporate insurance policies	Details of each current insurance policy held by the body corporate are given with this certificate. This includes, for each policy, the: - type of policy; - name of the insurer; - sum insured; - amount of premium; and - excess payable on a claim.
Alternative insurance	Where the body corporate is unable to obtain the required building insurance, an adjudicator may order that the body corporate take out alternative insurance. Information about alternative insurance is available from www.qld.gov.au/buyingbodycorporate. **Does the body corporate currently hold alternative insurance approved under an alternative insurance order?** - No
Lot owner and occupier insurance	The occupier is responsible for insuring the contents of the lot and any public liability risks which might occur within the lot. The owner is responsible for insuring buildings that do not share a common wall if the scheme is registered under a standard format plan of subdivision, unless the body corporate has set up a voluntary insurance scheme and the owner has opted-in. More information about insurance in community titles schemes is available from your solicitor or www.qld.gov.au/buyingbodycorporate.

Contracts and authorisations

Caretaking service contractors and letting agents	A body corporate may engage service contractors to provide services to the body corporate to assist in the management of the scheme. If the Standard Module, Accommodation Module, or Commercial Module apply to a community titles scheme, the body corporate may also authorise a person to conduct a letting agent business for the scheme, that is, to act as the agent of owners of lots in the scheme who choose to use the person's services for the letting of their lot. A service contractor who is also authorised to be a letting agent for the scheme is called a caretaking service contractor. Together, an agreement to engage a person as a caretaking service contractor and authorise a person as a letting agent is typically referred to as 'management rights'. The maximum term of a service contract or authorisation entered into by a body corporate is: - 1 year if the Specified Two-lot Schemes Module applies to the scheme; - 10 years if the Standard Module applies to the scheme; and - 25 years if the Accommodation Module or Commercial Module applies to the scheme. You may inspect the body corporate records to find information about any engagements or authorisations entered into by the body corporate, including the term of an engagement or authorisation and, for an engagement, duties required to be performed and remuneration payable by the body corporate. **Has the body corporate engaged a caretaking services contractor for the scheme?** - No If yes, name of caretaking service contractor engaged: **Has the body corporate authorised a letting agent for the scheme?** - No If yes, name of authorised letting agent:
Embedded network supply	Are there arrangement/s to supply any of the below services to occupiers in the community titles scheme through an embedded network? **Electricity**: No More information about embedded networks in community titles schemes is available from www.qld.gov.au/buyingbodycorporate.

Body corporate authority

This certificate is signed and given under the authority of the body corporate.

Name/s	Libby Turner
Position/s held	Accounts Officer
Signature/s	Libby Turner
Date	03/10/2025

Copies of documents given with this certificate:

- by-laws for the scheme in consolidated form (if applicable)
- details of exclusive use by-laws or other allocations of common property (if applicable)
- the most recent statement of accounts
- details of amounts payable to the body corporate for another reason (if applicable)
- details of improvements the owner is responsible for (if applicable)
- the register of assets (if applicable)
- insurance policy details

Enquiries: **13 11 55**
Claims: **13 25 24**
(24 hours a day, 7 days a week for new claims)
suncorp.com.au/insurance

SUNCORP

Policy number:	**HPS038041940**
The insured:	**Silkwood Cts 1167**
Instalment date:	**On or around the 20th of each month**
Monthly instalment:	**$792.98**

Did you know that paying annually is cheaper?

SILKWOOD CTS 1167
POST OFFICE BOX 5332
CAIRNS QLD 4870

IMPORTANT: A new Product Disclosure Statement (PDS) applies to your policy on renewal. There are new and changed benefits, features, terms, conditions and exclusions. Please read the PDS for full details.

For more information about the new PDS please visit www.suncorp.com.au/insurance/pds-update

Strata Insurance Account Renewal

Issue date: 1 July 2025

Dear Policy Holder,

Thank you for insuring your Strata Building and Common Contents (if applicable) with Suncorp Insurance. Your current policy expires at 11.59 pm on 20 June 2025 and we would like to invite you to renew with us for a further 12 months.

Please find enclosed your renewal documents. Please read the information on the following pages carefully. If any of the details shown are incorrect or if there is other information you need to tell us, please call us on 13 11 55.

We continue to debit the nominated account/card, so your policy can automatically renew and to process your monthly instalments. Please contact us before renewal if you do not want your policy to renew. For your review, enclosed is a new direct debit service agreement the terms of which apply from your renewal date. You don't need to do anything but please retain a copy for your records.

Upon payment, this document becomes your Certificate of Insurance. Please keep this document with your PDS and any Supplementary PDS we have given you in a safe place.

For more information on choosing insurance and to better understand insurance visit the Australian Government website: www.moneysmart.gov.au

Regards,

The Suncorp Team

WE'VE BEEN LOOKING AFTER OUR CUSTOMERS
FOR OVER 90 YEARS,
AND WILL CONTINUE TO BE THERE WHEN YOU NEED US MOST.

General Insurance products are issued by AAI Limited ABN 48 005 297 807 trading as Suncorp Insurance. Please read the relevant Product Disclosure Statement before you make any decision regarding this product, available at https://www.suncorp.com.au/insurance/policy-documents.html. The Target Market Determination is also available.

Strata insurance account for policy HPS038041940

This document will be a tax invoice for GST when you have made your payment. It is to enable you to claim input tax credits if they apply to your business.

Period of insurance:	**20 June 2025 to 11.59pm 20 June 2026**
Transaction type:	**Renewal**

	Base Premium	GST	Stamp Duty	Total Amount
Insured address:	**UNITS 1,2,3 & 4 13 HIBISCUS LANE, HOLLOWAYS BEACH QLD 4878**			
Building	$ 7,729.85	$ 772.99	$ 765.26	$ 9,268.10
Common Contents	$ 206.57	$ 20.66	$ 20.45	$ 247.68
TOTALS	$ 7,936.42	$ 793.65	$ 785.71	**$ 9,515.78**
	Total amount			**$ 9,515.78**
	Monthly instalment amount			**$ 792.98**

Enquiries: 13 11 55
Claims: 13 25 24
(24 hours a day, 7 days a week for new claims)
suncorp.com.au/insurance

Policy number: **HPS038041940**

The insured: **Silkwood Cts 1167**

Certificate of Insurance

This Certificate of Insurance is based on the information you gave us. Please check that this information is correct and complete. If any changes or additions need to be made now or during the period of insurance you must call us.

Please also check the amount of cover meets your needs.

Cover Details - Strata Insurance

Insured address:	**UNITS 1,2,3 & 4 13 HIBISCUS LANE, HOLLOWAYS BEACH QLD 4878**	
Period of insurance:	**From 20 June 2025 until 11.59pm 20 June 2026**	
Sum insured:	**Strata Building**	**$1,543,500**
	Common Contents	**$15,400**
	Legal Liability	**$20 million**

Excess Details

You may be able to reduce your premium if you choose a higher standard excess.

Building	Standard Excess:	**$1,000**
Common Contents	Standard Excess:	**$1,000**

You will also have to pay the following excesses in addition if they apply to the circumstance of your claim:

Water damage excess:	**$200**
Theft or burglary by lot occupiers or their guests excess:	**$500**
Malicious acts and vandalism by lot occupiers or their guests excess:	**$500**
Unoccupied excess:	**$1,000**

Issued on: 1 July 2025

Insurance is issued by AAI Limited ABN 48 005 297 807 trading as Suncorp Insurance

Enquiries: **13 11 55**
Claims: **13 25 24**
(24 hours a day, 7 days a week for new claims)
suncorp.com.au/insurance

What you have told us

This document sets out the information that we have relied on to decide if we can insure you and on what terms. We may give you a copy of the information you have previously told us. If any of this information has changed, or is incorrect, please contact us.

You have told us the following about the insured address

- It is a semi detached duplex/triplex/quadplex
- It is 100% owner occupied
- There is no business activity operating at or from the insured address
- It is in good condition and well maintained.
  This includes, but is not limited to, there are: no leaks, holes, damage, rust, or wood rot in the roof, gutters, windows, walls, floors, fences, or anywhere else; no damage to foundations, walls, steps, flooring, ceilings, gates, and fences and is structurally sound; no damage from or infestation of termites, ants, vermin, or other pests; no broken, missing glass or boarded-up windows. Refer to the PDS for further details.
- It is not undergoing any renovations

You have told us the following about the construction of the building

- It is a double level building, with concrete walls, steel/colorbond roof, built between 1980 to 1989
- The building does not have a lift and does have a council approved/restricted pool/spa facility
- The building does not have recreational areas
- The building has balconies

You have told us the following about the security of the insured address

- There is no additional door or building security
- It has no monitored smoke detectors

Insurance history

You have told us that in the past 3 years:

- You or anyone to be insured under this policy have NOT had an insurer decline or cancel a policy, impose specific conditions on a policy, or refuse a claim
- You or anyone to be insured under this policy have NOT had any insurance claims on strata insurance (excluding any claims made on this policy)

(If any of the above information is incorrect, please contact us.)

Insurance is issued by AAI Limited ABN 48 005 297 807 trading as Suncorp Insurance

When you must contact us

It is important that you check the information provided on your Certificate of Insurance. If any details are incorrect or have changed, you should contact us to update your details.

Also, when you hold a policy with us, there are other circumstances you need to tell us about during the period of insurance. These circumstances are set out in the 'When you must contact us' section of your PDS. If you don't contact us when you should, we may either refuse or reduce payment of a claim. It may also lead us to cancel your policy.

Other Important Information

The Product Disclosure Statement (PDS) is an important legal document that contains details of your insurance if you purchase this product from us. Before you decide to buy this product from us, please read this PDS carefully. If you purchase this product, your policy comprises of this PDS and your certificate of insurance which shows the details particular to you.

Your Privacy

We appreciate privacy is important to you. Suncorp is committed to protecting your personal information. For further information, please refer to our customer privacy statement by visiting www.suncorp.com.au/privacy or call us on 13 11 55.

For complaints concerning Suncorp products or services, you can phone us on 1300 264 053; write to us at: Suncorp Customer Relations Team, PO Box 14180, Melbourne City Mail Centre VIC 8001; or email us on idr@suncorp.com.au. You may have spoken about your policy with a Distributor providing financial services appointed under AFSL 230859 and representing AAI Limited ABN 48 005 297 807 trading as Suncorp (AAI). Distributors include EXL Service Philippines Inc. and/or WNS Global Services Philippines Inc. and their staff. AAI remunerates corporate distributors on a fee for service basis while their staff receive a salary comprising commission where they meet sales, risk, quality and behavioural targets.

Enquiries: **13 11 55**
Claims: **13 25 24**
(24 hours a day, 7 days a week for new claims)
suncorp.com.au/insurance

SUNCORP

SILKWOOD CTS 1167
POST OFFICE BOX 5332
CAIRNS QLD 4870

Policy number:	**HPS038041940**
The insured:	**Silkwood Cts 1167**
Period of insurance:	**20 June 2025 to 11.59pm 20 June 2026**
Monthly instalment:	**$792.98**

Direct Debit Confirmation Certificate

Dear Policy Holder,

This certificate confirms your direct debit details based on the information you have provided to us. If any of the following information is incorrect please contact us on 13 11 55.

If no changes are required, deductions will continue on the dates and for the amounts stated below, subject to the terms of the Direct Debit Request (DDR) Service Agreement shown on the reverse side of this certificate.

Payment Schedule

Subsequent instalment dates:	On or around the 20th of each month
Monthly instalment:	$792.98

Account Details

Financial Institution:	MACQUARIE BANK - QLD
BSB:	XXXXXX
Account number:	XXXXX4115
Account name:	Silkwood Cts 1167

Regards,

The Suncorp Team

Direct Debit Request (DDR) Service Agreement

This DDR Service Agreement details the terms of the Direct Debit Request.

1. DDR – Payments for Insurance Policies
You can arrange to pay your premium by direct debit. We will process a direct debit to the account nominated by you for the monthly instalment on the date due in accordance with your policy conditions. If the monthly instalment changes, we will automatically change the amount of your monthly direct debit in accordance with the new amount. You will be notified of any changes in accordance with your policy conditions.

You have authorised Suncorp Insurance (User ID 431356) to debit the monthly instalment and all amounts payable to Suncorp Insurance in relation to your policy to the account stated.

2. Changing your Direct Debit Arrangements
We'll give you at least 30 days' notice before we change the terms of the debiting arrangements, unless we have your agreement, such as when you request a change and on renewal.

3. Cancelling your Direct Debit
You may alter or cancel your direct debit at any time by providing at least 10 business days notice by calling us on 13 11 55 or by contacting your Financial Institution.

4. Non Business/Calendar Days
If your direct debit falls due on a weekend we will process it on the next business day, and/or if your direct debit falls due on the 29th, 30th or 31st day of each month, instalments will be deducted on or around the last business day of each month. If you are uncertain of the date your direct debit will be processed you should contact your Financial Institution.

5. Returned or Dishonoured Direct Debits
If your direct debit is dishonoured or returned unpaid by your Financial Institution we may attempt to debit your account again. Your Financial Institution may charge additional fees for direct debit, including dishonour fees. Your PDS or Policy Wording explains what happens when an instalment is unpaid and when we may not accept your claim.

6. Clear funds
You should ensure that you have sufficient clear funds available in your account before the due date to enable the direct debit to be paid by your Financial Institution in accordance with the Direct Debit Request.

7. Your Records
Your personal information will be held and used by Suncorp in accordance with the Privacy Act 1988 (Cth) and the Suncorp Group Privacy Policy (available at www.suncorp.com.au).

8. Your Account
You should be aware that some Financial Institutions may not allow a direct debit to be processed to certain types of accounts. You should check your account details against a recent statement from your Financial Institution or check with your Financial Institution to ensure that a DDR can be processed to your account.

9. Direct Debit Complaints Process
If you believe that we have wrongly debited your account, please contact us and we will arrange for the transaction to be investigated and where appropriate, for a correction to be made. Call us on 13 11 55. You may also query a direct debit transaction by contacting the Financial Institution where the account to be debited is held.

10. Your Product Disclosure Statement
This DDR Service Agreement needs to be read together with your most recent Product Disclosure Statement (PDS) and any Supplementary Product Disclosure Statement (SPDS) for this insurance policy.

SCHEDULE 4
STANDARD BY–LAWS

1. Noise

The occupier of a lot must not create noise likely to interfere with the peaceful enjoyment of a person lawfully on another lot or the common property.

2. Vehicles

(1) The occupier of a lot must not—

(a) park a vehicle, or allow a vehicle to stand, in a regulated parking area; or

(b) without the approval of the body corporate, park a vehicle, or allow a vehicle to stand, on any other part of the common property; or

(c) permit an invitee to park a vehicle, or allow a vehicle to stand, on the common property, other than in a regulated parking area.

(2) An approval under subsection (1)(b) must state the period for which it is given.

(3) The body corporate may cancel the approval by giving 7 days written notice to the occupier.

(4) In this section—

"regulated parking area" means an area of scheme land designated as being available for use, by invitees of occupiers of lots included in the scheme, for parking vehicles.

3. Obstruction

The occupier of a lot must not obstruct the lawful use of the common property by someone else.

4. Damage to lawns etc.

(1) The occupier of a lot must not, without the body corporate's written approval—

(a) damage a lawn, garden, tree, shrub, plant or flower on the common property; or

(b) use a part of the common property as a garden.

(2) An approval under subsection (1) must state the period for which it is given.

(3) However, the body corporate may cancel the approval by giving 7 days written notice to the occupier.

5. Damage to common property

(1) An occupier of a lot must not, without the body corporate's written approval, mark, paint, drive nails, screws or other objects into, or otherwise damage or deface a structure that forms part of the common property.
(2) However, an occupier may install a locking or safety device to protect the lot against intruders, or a screen to prevent entry of animals or insects, if the device or screen is soundly built and is consistent with the colour, style and materials of the building.
(3) The owner of a lot must keep a device installed under subsection (2) in good order and repair.

6. Behaviour of invitees
An owner or occupier of a lot must take reasonable steps to ensure that the occupier's invitees do not behave in a way likely to interfere with the peaceful enjoyment of another lot or someone else's peaceful enjoyment of the common property.

7. Leaving of rubbish etc. on the common property

The occupier of a lot must not leave rubbish or other materials on the common property in a way or place likely to interfere with the enjoyment of the common property by someone else.

8. Appearance of lot

(1) The occupier of a lot must not, without the body corporate's written approval, make a change to the external appearance of the lot unless the change is minor and does not detract from the amenity of the lot and its surrounds.
(2) The occupier of a lot must not, without the body corporate's written approval—

(a) hang washing, bedding, or another cloth article if the article is visible from another lot or the common property, or from outside the scheme land; or
(b) display a sign, advertisement, placard, banner, pamphlet or similar article if the article is visible from another lot or the common property, or from outside the scheme land.

(3) Subsection (2)(b) does not apply to a real estate advertising sign for the sale or letting of the lot if the sign is of a reasonable size.
(4) This section does not apply to a lot created under a standard format plan of subdivision.

9. Storage of flammable materials

(1) The occupier of a lot must not, without the body corporate's written approval, store a flammable substance on the common property.
(2) The occupier of a lot must not, without the body corporate's written approval, store a flammable substance on the lot unless the substance is used or intended for use for domestic purposes.
(3) However, this section does not apply to the storage of fuel in—

(a) the fuel tank of a vehicle, boat, or internal combustion engine; or
(b) a tank kept on a vehicle or boat in which the fuel is stored under the requirements of the law regulating the storage of flammable liquid.

10. Garbage disposal

(1) Unless the body corporate provides some other way of garbage disposal, the occupier of a lot must keep a receptacle for garbage in a clean and dry condition and adequately covered on the lot, or on a part of the common property designated by the body corporate for the purpose.
(2) The occupier of a lot must—

(a) comply with all local government local laws about disposal of garbage; and
(b) ensure that the occupier does not, in disposing of garbage, adversely affect the health, hygiene or comfort of the occupiers of other lots.

11. Keeping of animals

(1) The occupier of a lot must not, without the body corporate's written approval—

(a) bring or keep an animal on the lot or the common property; or
(b) permit an invitee to bring or keep an animal on the lot or the common property.

(2) The occupier must obtain the body corporate's written approval before bringing, or permitting an invitee to bring, an animal onto the lot or the common property.62

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62 However, section 181 of the Act provides as follows—

181 Guide dogs

(1) A person mentioned in the *Guide Dogs Act 1972*, section 5, who has the right to be on a lot included in a community titles scheme, or on the common property, has the right to be accompanied by a guide dog while on the lot or common property.
(2) A person mentioned in subsection (1) who is the owner or occupier of a lot included in a community titles scheme has the right to keep a guide dog on the lot.
(3) A by-law can not exclude or restrict a right given by this section.

TCM AGREEMENTS PTY LTD Company

Statement of Financial Affairs

Prepared for Owners of Community Title Scheme 1167

"SILKWOOD"

13 HIBISCUS LANE HOLLOWAYS BEACH QLD 4878

For the Financial Period 01/04/24 to 31/03/25

Prepared by Samantha Remmington on 28/07/25

Balance Sheet - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Assets			
Cash At Bank			
SILKWOOD CTS 1167	$(2,385.00)	$18,397.13	$16,012.13
Total Assets	**$(2,385.00)**	**$18,397.13**	**$16,012.13**
Liabilities			
Accounts Payable (GST Free)	$1,336.55	$0.00	$1,336.55
Levies Paid in Advance	$2,971.67	$675.00	$3,646.67
Total Liabilities	**$4,308.22**	**$675.00**	**$4,983.22**
Net Assets	**$(6,693.22)**	**$17,722.13**	**$11,028.91**
Owners Funds			
Opening Balance	$2,008.26	$18,214.34	$20,222.60
Net Income For The Period	$(8,701.48)	$(492.21)	$(9,193.69)
Total Owners Funds	**$(6,693.22)**	**$17,722.13**	**$11,028.91**

Income and Expenditure Statement - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Administrative Fund	Consolidated TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Levy Income	$17,860.00	*$17,860.00*	*$16,350.00*
Total	**$17,860.00**	***$17,860.00***	***$16,350.00***
Total Administrative Fund Income	**$17,860.00**	*$17,860.00*	*$16,350.00*
Expenses			
Adjustments			
PRIOR YEAR ADJUSTMENT	$1,486.07	*$0.00*	*$0.00*
Total Adjustments	**$1,486.07**	***$0.00***	***$0.00***
Body Corporate Management			
ADDITIONAL SERVICES	$1,618.23	*$200.00*	*$187.56*
SECRETARIAL FEE	$1,584.00	*$1,520.00*	*$1,500.40*
Total Body Corporate Management	**$3,202.23**	***$1,720.00***	***$1,687.96***
Compliance & Reporting			
CONTRACTOR COMPLIANCE	$92.40	*$80.00*	*$23.10*
POOL COMPLIANCE	$258.50	*$160.00*	*$229.79*
Total Compliance & Reporting	**$350.90**	***$240.00***	***$252.89***
Electricity			
COMMUNITY POWER	$1,743.09	*$1,800.00*	*$1,803.23*
ENERGY REBATE	$(1,164.48)	*$0.00*	*$0.00*
Total Electricity	**$578.61**	***$1,800.00***	***$1,803.23***
Grounds Maintenance			
GARDEN R & M	$3,574.55	*$3,900.00*	*$3,879.30*
GROUNDS GARDENS & CLEANING	$835.00	*$0.00*	*$0.00*
Total Grounds Maintenance	**$4,409.55**	***$3,900.00***	***$3,879.30***
Insurance			
INSURANCE - BLDG & PUB. LIAB	$7,642.67	*$6,800.00*	*$6,425.98*
INSURANCE - STAMP DUTY	$687.84	*$0.00*	*$0.00*
INSURANCE EXCESS	$700.00	*$0.00*	*$0.00*
Total Insurance	**$9,030.51**	***$6,800.00***	***$6,425.98***
Pool Expenses			
POOL GATES/FENCE	$280.00	*$0.00*	*$0.00*

Income and Expenditure Statement - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Administrative Fund	TOTAL THIS YEAR	This Year Budget	Last Year Actual
POOL R&M	$4,003.50	*$2,500.00*	*$2,941.93*
Total Pool Expenses	**$4,283.50**	***$2,500.00***	***$2,941.93***
Professional Fees & Subscriptions			
ELECTRONIC STORAGE & TECHNOLOGY	$90.32	*$80.00*	*$85.68*
LEGAL / DEBT COLLECTION EXPENSES	$0.00	*$0.00*	*$0.00*
MAILHOUSE	$9.06	*$0.00*	*$0.00*
Total Professional Fees & Subscriptions	**$99.38**	***$80.00***	***$85.68***
Repairs & Maintenance			
BUILDING R & M	$451.00	*$200.00*	*$0.00*
GUTTERS	$0.00	*$200.00*	*$0.00*
PLUMBING R&M	$757.14	*$0.00*	*$0.00*
QUOTE REQUEST	$187.83	*$220.00*	*$231.56*
WORK ORDERS	$1,724.76	*$200.00*	*$289.45*
Total Repairs & Maintenance	**$3,120.73**	***$820.00***	***$521.01***
Total Administrative Fund Expenses	**$26,561.48**	*$17,860.00*	*$17,597.98*
Administrative Fund Surplus/Deficit	**$(8,701.48)**	*$0.00*	*$(1,247.98)*
Opening Balance for the period	**$2,008.26**	*$0.00*	*$3,256.24*
Closing Balance for the period	**$(6,693.22)**	*$0.00*	*$2,008.26*

Income and Expenditure Statement - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Sinking Fund	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Levy Income	$4,100.00	*$4,100.00*	*$4,120.00*
Total	**$4,100.00**	***$4,100.00***	***$4,120.00***
Total Sinking Fund Income	**$4,100.00**	*$4,100.00*	*$4,120.00*
Expenses			
BUILDING REPAIRS & MAINT	$0.00	*$0.00*	*$1,294.70*
ELECTRICAL	$0.00	*$0.00*	*$783.20*
GARDEN CLEANUP	$0.00	*$0.00*	*$363.00*
MULCH	$1,284.92	*$0.00*	*$0.00*
PLUMBING	$570.00	*$0.00*	*$0.00*
POOL MAINTENANCE	$1,050.00	*$0.00*	*$0.00*
ROOF	$1,687.29	*$0.00*	*$0.00*
SINKING FUND BUDGET	$0.00	*$4,100.00*	*$0.00*
Total	**$4,592.21**	***$4,100.00***	***$2,440.90***
Total Sinking Fund Expenses	**$4,592.21**	*$4,100.00*	*$2,440.90*
Sinking Fund Surplus/Deficit	**$(492.21)**	*$0.00*	*$1,679.10*
Opening Balance for the period	**$18,214.34**	*$0.00*	*$16,535.24*
Closing Balance for the period	**$17,722.13**	*$0.00*	*$18,214.34*

Lot Positions Report - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance		Levied	Special Levy	Paid	Closing Balance		Interest Paid
1	1	SHARON LEA DAVIS	$1,105.00	CR	$4,465.00	$18.56	$4,093.56	$715.00	CR	$0.00
2	2	KWAME PARU TJAPALTJARRI O'CONNOR	$1,015.00	CR	$4,465.00	$0.00	$4,600.00	$1,150.00	CR	$0.00
3	3	JESSICA LAURA THACKRAY	$1,015.00	CR	$4,465.00	$18.56	$3,468.56	$0.00		$0.00
4	4	JACK HICKEY & JAYDE PETERSEN	$0.00		$4,465.00	$178.06	$5,749.73	$1,106.67	CR	$0.00
Administrative Fund Totals			**$-3,135.00**		**$17,860.00**	**$215.18**	**$17,911.85**	**$-2,971.67**		**$0.00**

Administrative Fund Arrears **$0.00**
Administrative Fund Advances **$2,971.67**

Lot Positions Report - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance		Levied	Special Levy	Paid	Closing Balance		Interest Paid
1	1	SHARON LEA DAVIS	$290.00	CR	$1,025.00	$0.00	$920.00	$185.00	CR	$0.00
2	2	KWAME PARU TJAPALTJARRI O'CONNOR	$290.00	CR	$1,025.00	$0.00	$980.00	$245.00	CR	$0.00
3	3	JESSICA LAURA THACKRAY	$290.00	CR	$1,025.00	$0.00	$735.00	$0.00		$0.00
4	4	JACK HICKEY & JAYDE PETERSEN	$0.00		$1,025.00	$0.00	$1,270.00	$245.00	CR	$0.00
Sinking Fund Totals			**$-870.00**		**$4,100.00**	**$0.00**	**$3,905.00**	**$-675.00**		**$0.00**
							Sinking Fund Arrears	**$0.00**		
							Sinking Fund Advances	**$675.00**		

Expenses & Other Income - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington on 28/07/2025

FINAL

Consolidated

Administrative Fund - Other Income

Total for Administrative Fund - Other Income **$0.00**

Administrative Fund - Expenses

ADDITIONAL SERVICES

Date	Ref.	Details	Amount	Balance
30/04/2024	81781	Maintenance - Various Phone Calls, Sharon, Raymond Plumbing and owner of Unit 3 - SR (01/04/2024 - 3 *TCM AGREEMENTS PTY LTD*	$52.92	$52.92
30/04/2024	81781	Maintenance - Phone Call with Owner of Unit 3, Property Manager and Raymond Plumbing - Collection of *TCM AGREEMENTS PTY LTD*	$49.98	$102.90
30/04/2024	81781	Maintenance - 2 Phone Calls with Sharon - Phone Call with Raymond Plumbing - Urgent update on attend *TCM AGREEMENTS PTY LTD*	$41.16	$144.06
30/04/2024	81781	Maintenance - Phone Call - Sharon - Request for update on leak into Unit 1 - SR (01/04/2024 - 30/04/ *TCM AGREEMENTS PTY LTD*	$17.64	$161.70
30/04/2024	81781	Maintenance - Review email from Raymond Plumbing - Water Leak - Advise to proceed urgently with repa *TCM AGREEMENTS PTY LTD*	$20.58	$182.28
30/04/2024	81781	Maintenance - Send quote and samples/options from FNQ Projects to Committee for approval - SR (01/04 *TCM AGREEMENTS PTY LTD*	$49.98	$232.26
30/04/2024	81781	Maintenance - Phone Call with Raymond Plumbing - Urgent update - Email Sharon and advise - SR (01/04 *TCM AGREEMENTS PTY LTD*	$41.16	$273.42
31/05/2024	83221	Maintenance - Forward email from Sharon to Cheryl - Request approval to proceed with fence - SR (01/ *TCM AGREEMENTS PTY LTD*	$23.52	$296.94
31/05/2024	83221	Phone Call - Sharon - Update on leak and request for plumber to reattend - Email plumber and advise *TCM AGREEMENTS PTY LTD*	$26.46	$323.40
31/05/2024	83221	Maintenance - PC with Sharon - Request for urgent update from FNQ Plumbing and Gas - Call to contrac *TCM AGREEMENTS PTY LTD*	$20.58	$343.98
31/05/2024	83221	Maintenance - PC with Mackie Plumbing - Update on water leak into Unit 1 - SR (01/05/2024 - 31/05/20 *TCM AGREEMENTS PTY LTD*	$17.64	$361.62
31/07/2024	87008	Change of Owner Processing (01/07/2024 - 31/07/2024) *TCM AGREEMENTS PTY LTD*	$11.97	$373.59
31/07/2024	87008	Insurance - Request URGENT update for Insurance Claim - LOT 1 - Email and call to Suncorp - SR (01/0 *TCM AGREEMENTS PTY LTD*	$49.98	$423.57
31/07/2024	87008	Insurance Claim - Provide update to Sharon - Send through invoice from Mackie Plumbing - Confirm app *TCM AGREEMENTS PTY LTD*	$20.58	$444.15
31/07/2024	87008	Insurance Claim - Phone Call with Ambrose - Update on access to Unit 1 - SR (01/07/2024 - 31/07/2024 *TCM AGREEMENTS PTY LTD*	$17.64	$461.79
31/07/2024	87008	Maintenance - Review email from Choice - Forward to Committee - Request approval - SR (01/07/2024 - *TCM AGREEMENTS PTY LTD*	$17.64	$479.43
31/10/2024	91275	Insurance Claim - Locate and download various documents - Work Orders and Invoices - Send through to *TCM AGREEMENTS PTY LTD*	$138.70	$618.13
31/10/2024	91275	Maintenance - Review email from PM - LOT 3 Balcony Railing - Advise to proceed with quote to repair *TCM AGREEMENTS PTY LTD*	$25.55	$643.68

Expenses & Other Income - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878
For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington on 28/07/2025
FINAL

ADDITIONAL SERVICES (Continued)

Date	Ref.	Details	Amount	Balance
30/11/2024	92419	Insurance Claim - Phone Call with Suncorp - Decline of claim relating to bathroom damage - SR (01/11 *TCM AGREEMENTS PTY LTD*	$29.20	$672.88
30/11/2024	92419	Insurance Claim - Lodge complaint with Suncorp - Decline of claim - Outline reasons - SR (01/11/2024 *TCM AGREEMENTS PTY LTD*	$69.35	$742.23
30/11/2024	92419	Insurance Claim - Phone Call with Suncorp - Update on claim acceptance and excess invoice - SR (01/1 *TCM AGREEMENTS PTY LTD*	$51.10	$793.33
30/11/2024	92419	Maintenance - Forward report from TPFI to Committee - Issue with gate hinges and replacement - SR (0 *TCM AGREEMENTS PTY LTD*	$25.55	$818.88
30/11/2024	92419	Insurance Claim - Phone Call - Ambrose Building Group - Confirmation of acceptance of claim - SR (01 *TCM AGREEMENTS PTY LTD*	$29.20	$848.08
30/11/2024	92419	Insurance Claim - Phone Call - Advise Sharon of acceptance of claim - SR (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$21.90	$869.98
30/11/2024	92419	Insurance Claim - Forward through various forms from Ambrose Building to Sharon - Request review and *TCM AGREEMENTS PTY LTD*	$40.15	$910.13
30/11/2024	92419	Insurance Claim - Respond to email from Ambrose - Advise of client request to upgrade and process - *TCM AGREEMENTS PTY LTD*	$32.85	$942.98
30/11/2024	92419	Maintenance - Respond to email from Sharon and confirm work orders issued - SR (01/11/2024 - 30/11/2 *TCM AGREEMENTS PTY LTD*	$21.90	$964.88
28/02/2025	95544	Maintenance - PC with Mackie Plumbing - Issue with water leak into UNIT 3 - SR (01/02/2025 - 28/02/2 *TCM AGREEMENTS PTY LTD*	$29.20	$994.08
28/02/2025	95544	Maintenance - Email PM and advise of water leak into UNIT 3 - Possibly coming from UNIT 1 - SR (01/0 *TCM AGREEMENTS PTY LTD*	$25.55	$1,019.63
28/02/2025	95544	Phone Call - Sharon - Update on water leak investigation and issue with pool - SR (01/02/2025 - 28/0 *TCM AGREEMENTS PTY LTD*	$43.80	$1,063.43
28/02/2025	95544	By-Law Breach - Email owners of LOT 1 and request immediate removal of items from Common Property - *TCM AGREEMENTS PTY LTD*	$36.50	$1,099.93
28/02/2025	95544	Respond to email from Sharon - Concern regarding items on Common Property - SR (01/02/2025 - 28/02/2 *TCM AGREEMENTS PTY LTD*	$43.80	$1,143.73
28/02/2025	95544	Maintenance - Respond to email from Pool Contractor - Issue with major leak and damage to pool pump *TCM AGREEMENTS PTY LTD*	$21.90	$1,165.63
28/02/2025	95544	Maintenance - Further investigate suitable contractor for Pool Leak - Re-issue WO to Marlin Coast Le *TCM AGREEMENTS PTY LTD*	$47.45	$1,213.08
31/03/2025	97526	emails with Sharon RE various maintenance matters, review, review, respond, update, follow up and is *TCM AGREEMENTS PTY LTD*	$73.00	$1,286.08
31/03/2025	97526	internal emails RE carpet cleaning (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$18.25	$1,304.33
31/03/2025	97526	Email committee re work order - roof cleaning (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$14.60	$1,318.93
31/03/2025	97526	3 x phone calls from Suncorp re temporary accommodation claim. Review details. (01/03/2025 - 31/03/2 *TCM AGREEMENTS PTY LTD*	$91.25	$1,410.18
31/03/2025	97526	emails RE gutter repairs (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$10.95	$1,421.13

Expenses & Other Income - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878
For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington on 28/07/2025
FINAL

ADDITIONAL SERVICES (Continued)

Date	Ref.	Details	Amount	Balance
31/03/2025	97526	Followup Work Order request with Beaches Pool Supplies re pool leak. Receive and review email respon *TCM AGREEMENTS PTY LTD*	$182.50	$1,603.63
31/03/2025	97526	Follow up work order Coral Sea Plumbing (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$14.60	$1,618.23
		Total for ADDITIONAL SERVICES	**$1,618.23**	

BUILDING R & M

Date	Ref.	Details	Amount	Balance
18/10/2024	1370	HANDRAIL REPAIRS - SPLIT HANDRAIL - OCTOBER 2024 *JML CARPENTRY & CONSTRUCTION*	$330.00	$330.00
20/12/2024	167159	GUTTER REPLACEMENT - SITE INSPECTION - DECEMBER 2024 *CORAL SEA PLUMBING PTY LTD*	$121.00	$451.00
		Total for BUILDING R & M	**$451.00**	

COMMUNITY POWER

Date	Ref.	Details	Amount	Balance
01/04/2024	99	Journal - REVERSAL EOY Adjustments	$-181.24	$-181.24
05/04/2024	A-4E72E14D-004	COMMUNITY POWER FROM 04/03/2024 TO 04/04/2024 *Ergon Energy Queensland Pty Ltd*	$176.04	$-5.20
06/05/2024	A-4E72E14D-005	COMMUNITY POWER FROM 04/04/2024 TO 04/05/2024 *Ergon Energy Queensland Pty Ltd*	$211.92	$206.72
05/06/2024	A-4E72E14D-006	COMMUNITY POWER FROM 04/05/2024 TO 04/06/2024 *Ergon Energy Queensland Pty Ltd*	$199.46	$406.18
09/10/2024	A-4E72E14D-010	COMMUNITY POWER FROM 04/09/2024 TO 04/10/2024 *Ergon Energy Queensland Pty Ltd*	$173.04	$579.22
19/10/2024	A-4E72E14D-008	COMMUNITY POWER FROM 04/07/2024 TO 04/08/2024 *Ergon Energy Queensland Pty Ltd*	$192.20	$771.42
05/11/2024	A-4E72E14D-011	COMMUNITY POWER FROM 04/10/2024 TO 04/11/2024 *Ergon Energy Queensland Pty Ltd*	$122.00	$893.42
30/11/2024	A-4E72E14D-009	COMMUNITY POWER FROM 04/08/2024 TO 04/09/2024 *Ergon Energy Queensland Pty Ltd*	$188.29	$1,081.71
05/12/2024	A-4E72E14D-012	COMMUNITY POWER FROM 04/11/2024 TO 04/12/2024 *Ergon Energy Queensland Pty Ltd*	$204.11	$1,285.82
06/01/2025	A-4E72E14D-013	COMMUNITY POWER FROM 04/12/2024 TO 04/01/2025 *Ergon Energy Queensland Pty Ltd*	$184.51	$1,470.33
06/02/2025	A-4E72E14D-014	COMMUNITY POWER FROM 04/01/2025TO 04/02/2025 *Ergon Energy Queensland Pty Ltd*	$140.78	$1,611.11
05/03/2025	A-4E72E14D-015	COMMUNITY POWER FROM 04/02/2025 TO 04/03/2025 *Ergon Energy Queensland Pty Ltd*	$131.98	$1,743.09
		Total for COMMUNITY POWER	**$1,743.09**	

CONTRACTOR COMPLIANCE

Date	Ref.	Details	Amount	Balance
30/04/2024	81781	Contractor Compliance (01/04/2024 - 30/04/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$7.70
31/05/2024	83221	Contractor Compliance (01/05/2024 - 31/05/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$15.40
30/06/2024	85274	Contractor Compliance (01/06/2024 - 30/06/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$23.10
31/07/2024	87008	Contractor Compliance (01/07/2024 - 31/07/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$30.80
31/08/2024	88164	Contractor Compliance (01/08/2024 - 31/08/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$38.50
30/09/2024	89464	Contractor Compliance (01/09/2024 - 30/09/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$46.20

Expenses & Other Income - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878
For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington on 28/07/2025
FINAL

CONTRACTOR COMPLIANCE (Continued)

Date	Ref.	Details	Amount	Balance
31/10/2024	91275	Contractor Compliance (01/10/2024 - 31/10/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$53.90
30/11/2024	92419	Contractor Compliance (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$61.60
31/12/2024	93559	Contractor Compliance (01/12/2024 - 31/12/2024) *TCM AGREEMENTS PTY LTD*	$7.70	$69.30
31/01/2025	94978	Contractor Compliance (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$7.70	$77.00
28/02/2025	95544	Contractor Compliance (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$7.70	$84.70
31/03/2025	97526	Contractor Compliance (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$7.70	$92.40
		Total for CONTRACTOR COMPLIANCE	**$92.40**	

ELECTRONIC STORAGE & TECHNOLOGY

Date	Ref.	Details	Amount	Balance
30/04/2024	81781	Electronic Storage & Technology (01/04/2024 - 30/04/2024) *TCM AGREEMENTS PTY LTD*	$7.14	$7.14
31/05/2024	83221	Electronic Storage & Technology (01/05/2024 - 31/05/2024) *TCM AGREEMENTS PTY LTD*	$7.14	$14.28
30/06/2024	85274	Electronic Storage & Technology (01/06/2024 - 30/06/2024) *TCM AGREEMENTS PTY LTD*	$7.14	$21.42
31/07/2024	87008	Electronic Storage & Technology (01/07/2024 - 31/07/2024) *TCM AGREEMENTS PTY LTD*	$7.14	$28.56
31/08/2024	88164	Electronic Storage & Technology (01/08/2024 - 31/08/2024) *TCM AGREEMENTS PTY LTD*	$7.72	$36.28
30/09/2024	89464	Electronic Storage & Technology (01/09/2024 - 30/09/2024) *TCM AGREEMENTS PTY LTD*	$7.72	$44.00
31/10/2024	91275	Electronic Storage & Technology (01/10/2024 - 31/10/2024) *TCM AGREEMENTS PTY LTD*	$7.72	$51.72
30/11/2024	92419	Electronic Storage & Technology (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$7.72	$59.44
31/12/2024	93559	Electronic Storage & Technology (01/12/2024 - 31/12/2024) *TCM AGREEMENTS PTY LTD*	$7.72	$67.16
31/01/2025	94978	Electronic Storage & Technology (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$7.72	$74.88
28/02/2025	95544	Electronic Storage & Technology (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$7.72	$82.60
31/03/2025	97526	Electronic Storage & Technology (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$7.72	$90.32
		Total for ELECTRONIC STORAGE & TECHNOLOGY	**$90.32**	

ENERGY REBATE

Date	Ref.	Details	Amount	Balance
05/04/2024	A-4E72E14D-004	AUS & QLD GOVERNMENT REBATE *Ergon Energy Queensland Pty Ltd*	$-137.50	$-137.50
09/10/2024	A-4E72E14D-010	AUS & QLD GOVERNMENT REBATE *Ergon Energy Queensland Pty Ltd*	$-173.04	$-310.54
19/10/2024	A-4E72E14D-008	AUS & QLD GOVERNMENT REBATE *Ergon Energy Queensland Pty Ltd*	$-192.20	$-502.74
05/11/2024	A-4E72E14D-011	AUS & QLD GOVERNMENT REBATE *Ergon Energy Queensland Pty Ltd*	$-122.00	$-624.74
30/11/2024	A-4E72E14D-009	AUS & QLD GOVERNMENT REBATE *Ergon Energy Queensland Pty Ltd*	$-188.29	$-813.03
05/12/2024	A-4E72E14D-012	AUSTRALIAN GOVERNMENT ENERGY RELIEF BILL *Ergon Energy Queensland Pty Ltd*	$-204.11	$-1,017.14
06/01/2025	A-4E72E14D-013	AUSTRALIAN GOVERNMENT ENERGY BILL RELIEF *Ergon Energy Queensland Pty Ltd*	$-147.34	$-1,164.48
		Total for ENERGY REBATE	**$-1,164.48**	

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GARDEN R & M

Date	Ref.	Details	Amount	Balance
01/04/2024	99	Journal - REVERSAL EOY Adjustments	$-165.45	$-165.45
10/04/2024	INV-50248	GARDEN MAINTENANCE TO 08/04/2024 *1300 4 GARDENING*	$140.00	$-25.45
19/04/2024	INV-50478	GARDEN MAINTENANCE TO 19/04/2024 *1300 4 GARDENING*	$140.00	$114.55
06/05/2024	INV-50731	GARDEN MAINTENANCE TO 03/05/2024 *1300 4 GARDENING*	$140.00	$254.55
20/05/2024	INV-50948	GARDEN MAINTENANCE TO 16/05/2024 *1300 4 GARDENING*	$140.00	$394.55
31/05/2024	INV-51241	GARDEN MAINTENANCE TO 31/05/2024 *1300 4 GARDENING*	$140.00	$534.55
13/06/2024	INV-51440	GARDEN MAINTENANCE TO 11/06/2024 *1300 4 GARDENING*	$140.00	$674.55
08/07/2024	INV-51737	GARDEN MAINTENANCE TO 27/06/2024 *1300 4 GARDENING*	$140.00	$814.55
12/07/2024	INV-52023	GARDEN MAINTENANCE TO 12/07/2024 *1300 4 GARDENING*	$140.00	$954.55
24/07/2024	INV-52250	GARDEN MAINTENANCE TO 23/07/2024 *1300 4 GARDENING*	$140.00	$1,094.55
07/08/2024	INV-52478	GARDEN MAINTENANCE TO 06/08/2024 *1300 4 GARDENING*	$140.00	$1,234.55
22/08/2024	INV-52756	GARDEN MAINTENANCE TO 22/08/2024 *1300 4 GARDENING*	$140.00	$1,374.55
05/09/2024	INV-53019	GARDEN MAINTENANCE TO 05/09/2024 *1300 4 GARDENING*	$140.00	$1,514.55
19/09/2024	INV-53261	GARDEN MAINTENANCE TO 19/09/2024 *1300 4 GARDENING*	$140.00	$1,654.55
02/10/2024	INV-53485	GARDEN MAINTENANCE TO 02/10/2024 *1300 4 GARDENING*	$140.00	$1,794.55
18/10/2024	INV-53775	GARDEN MAINTENANCE TO 17/10/2024 *1300 4 GARDENING*	$140.00	$1,934.55
31/10/2024	INV-53949	GARDEN MAINTENANCE TO 29/10/2024 *1300 4 GARDENING*	$140.00	$2,074.55
14/11/2024	INV-54237	GARDEN MAINTENANCE TO 14/11/2024 *1300 4 GARDENING*	$140.00	$2,214.55
28/11/2024	INV-54422	GARDEN MAINTENANCE TO 31/12/2024 *1300 4 GARDENING*	$140.00	$2,354.55
09/12/2024	INV-54597	GARDEN MAINTENANCE TO 09/12/2024 *1300 4 GARDENING*	$140.00	$2,494.55
27/12/2024	INV-54921	GARDEN MAINTENANCE TO 27/12/2024 *1300 4 GARDENING*	$140.00	$2,634.55
07/01/2025	INV-55071	GARDEN MAINTENANCE TO 07/01/2025 *1300 4 GARDENING*	$140.00	$2,774.55
22/01/2025	INV-55355	GARDEN MAINTENANCE TO 22/01/2025 *1300 4 GARDENING*	$160.00	$2,934.55
03/02/2025	INV-55514	GARDEN MAINTENANCE TO 03/02/2025 *1300 4 GARDENING*	$160.00	$3,094.55
24/02/2025	INV-55763	GARDEN MAINTENANCE TO 24/02/2025 *1300 4 GARDENING*	$160.00	$3,254.55
05/03/2025	INV-55942	GARDEN MAINTENANCE TO 05/03/2025 *1300 4 GARDENING*	$160.00	$3,414.55
20/03/2025	INV-56137	GARDEN MAINTENANCE TO 20/03/2025 *1300 4 GARDENING*	$160.00	$3,574.55
		Total for GARDEN R & M	**$3,574.55**	

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"SILKWOOD"
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GROUNDS GARDENS & CLEANING

Date	Ref.	Details	Amount	Balance
26/09/2024	INV-53050	PRESSURE CLEANING AND GARDEN MAINTENANCE - SEPTEMBER 2024 *1300 4 GARDENING*	$835.00	$835.00
		Total for GROUNDS GARDENS & CLEANING	**$835.00**	

INSURANCE - BLDG & PUB. LIAB

Date	Ref.	Details	Amount	Balance
01/04/2024	97	Journal - REVERSAL EOY Adjustments	$1,486.07	$1,486.07
01/04/2024	100	Journal - REVERSAL O/B PREPAYMENT PRIOR YEAR ADJ DONE	$-1,486.07	$0.00
30/05/2024	HPS038041940 300524	INSURANCE RENEWAL FROM 20/06/2024 - 20/05/2025 *AAI LIMITED T/AS SUNCORP INSURANCE*	$7,642.67	$7,642.67
		Total for INSURANCE - BLDG & PUB. LIAB	**$7,642.67**	

INSURANCE - STAMP DUTY

Date	Ref.	Details	Amount	Balance
30/05/2024	HPS038041940 300524	INSURANCE RENEWAL FROM 20/06/2024 - 20/05/2025 *AAI LIMITED T/AS SUNCORP INSURANCE*	$687.84	$687.84
		Total for INSURANCE - STAMP DUTY	**$687.84**	

INSURANCE EXCESS

Date	Ref.	Details	Amount	Balance
15/11/2024	H040965081 15112024	IINSURANCE CLAIM EXCESS - UNIT 1 WATER DAMAGE - NOVEMBER 2024 *AAI LIMITED (SUNCORP CLAIM EXCESS)*	$700.00	$700.00
		Total for INSURANCE EXCESS	**$700.00**	

LEGAL / DEBT COLLECTION EXPENSES

Date	Ref.	Details	Amount	Balance
22/04/2024	217	Lot# 4 Special Levy - Charge for arrears notice dated 22/04/2024	$-17.16	$-17.16
30/04/2024	81781	Arrears Notice Processing (01/04/2024 - 30/04/2024) *TCM AGREEMENTS PTY LTD*	$17.16	$0.00
24/10/2024	250	Lot# 4 Special Levy - Charge for arrears notice dated 24/10/2024	$-18.56	$-18.56
31/10/2024	91275	Arrears Notice Processing (01/10/2024 - 31/10/2024) *TCM AGREEMENTS PTY LTD*	$18.56	$0.00
22/11/2024	251	Lot# 4 Special Levy - Charge for final notice dated 22/11/2024	$-61.89	$-61.89
30/11/2024	92419	Final Notice Processing (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$61.89	$0.00
22/01/2025	252	Lot# 1 Special Levy - Charge for arrears notice dated 22/01/2025	$-18.56	$-18.56
22/01/2025	253	Lot# 3 Special Levy - Charge for arrears notice dated 22/01/2025	$-18.56	$-37.12
22/01/2025	254	Lot# 4 Special Levy - Charge for arrears notice dated 22/01/2025	$-18.56	$-55.68
31/01/2025	94978	Arrears Notice Processing (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$55.68	$0.00
26/02/2025	255	Lot# 4 Special Levy - Charge for final notice dated 26/02/2025	$-61.89	$-61.89
28/02/2025	95544	Final Notice Processing (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$61.89	$0.00
		Total for LEGAL / DEBT COLLECTION EXPENSES	**$0.00**	

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MAILHOUSE

Date	Ref.	Details	Amount	Balance
30/09/2024	89464	Reimbursement of BING Mailhouse Costs 15/08/24 to 31/08/24 (01/09/2024 - 30/09/2024) *TCM AGREEMENTS PTY LTD*	$1.93	$1.93
31/12/2024	93559	Reimbursement BING Mailhouse Costs 15/11/24 to 30/11/24 (01/12/2024 - 31/12/2024) *TCM AGREEMENTS PTY LTD*	$2.31	$4.24
28/02/2025	95544	Reimbursement of BING Mailhouse Costs 03/02/2025 to 14/02/2025 (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$2.51	$6.75
28/02/2025	95544	Reimbursement of BING Mailhouse Costs 17/02/2025 to 28/02/2025 (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$2.51	$9.26
28/02/2025	95544	Reimbursement of BING Mailhouse Costs 17/02/2025 to 28/02/2025 (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$2.31	$11.57
31/03/2025	97526	Refund of BING Mailhouse Costs charged twice 03/02/2025 to 14/02/2025 (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$-2.51	$9.06
		Total for MAILHOUSE	**$9.06**	

PLUMBING R&M

Date	Ref.	Details	Amount	Balance
11/04/2024	46482	REPAIR LEAKING TAP ON COMMON PROPERTY - APRIL 2024 *MTR GROUP QLD PTY LTD T/AS RAYMOND PLUMBING*	$347.14	$347.14
25/02/2025	INV-1331	INVESTIGATE POSSIBLE ROOF LEAK - FEBRUARY 2025 *MILLMAX INVESTMENT PTY LTD T/AS MACKIE PLUMBING*	$410.00	$757.14
		Total for PLUMBING R&M	**$757.14**	

POOL COMPLIANCE

Date	Ref.	Details	Amount	Balance
03/06/2024	5140	ANNUAL POOL SAFETY INSPECTION + CERTIFICATE - JUNE 2024 *TROPICAL POOL INSPECTIONS (TPFI)*	$258.50	$258.50
		Total for POOL COMPLIANCE	**$258.50**	

POOL GATES/FENCE

Date	Ref.	Details	Amount	Balance
15/11/2024	5557	INVESTIGATE AND REPAIR POOL GATE - DAMAGED HINGES - NOVEMBER 2024 *TROPICAL POOL INSPECTIONS (TPFI)*	$280.00	$280.00
		Total for POOL GATES/FENCE	**$280.00**	

POOL R&M

Date	Ref.	Details	Amount	Balance
01/04/2024	99	Journal - REVERSAL EOY Adjustments	$-390.00	$-390.00
05/04/2024	3849	POOL MAINTENANCE TO 21/03/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$-110.00
02/05/2024	3887	POOL MAINTENANCE TO 17/04/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$290.00	$180.00
04/06/2024	3928	POOL MAINTENANCE TO 29/05/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$420.00	$600.00
08/07/2024	3964	POOL MAINTENANCE TO 26/06/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$880.00
06/08/2024	4002	POOL MAINTENANCE TO 25/07/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$1,160.00
31/08/2024	4037	POOL MAINTENANCE TO 20/08/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$1,440.00

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POOL R&M (Continued)

Date	Ref.	Details	Amount	Balance
30/09/2024	4075	POOL MAINTENANCE TO 19/09/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$1,720.00
31/10/2024	4112	POOL MAINTENANCE TO 30/10/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$477.00	$2,197.00
30/11/2024	4148	POOL MAINTENANCE TO 27/11/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$310.00	$2,507.00
31/12/2024	4184	POOL MAINTENANCE TO 31/12/2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$2,787.00
31/01/2025	4224	POOL MAINTENANCE TO 21/01/2025 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$280.00	$3,067.00
25/02/2025	42740	INVESTIGATE POOL LEAK - REPAIR SKIMMER BOX - FEBRUARY 2025 *JMOAB PTY LTD T/AS BEACHES POOL SUPPLIES*	$172.50	$3,239.50
28/02/2025	4259	POOL MAINTENENCE TO 19/02/2025 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$329.00	$3,568.50
28/02/2025	4259	REPAIR BROKE PUMP - 28/02/2025 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$240.00	$3,808.50
31/03/2025	4294	POOL MAINTENANCE TO 31/03/2025 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$195.00	$4,003.50
		Total for POOL R&M	**$4,003.50**	

PRIOR YEAR ADJUSTMENT

Date	Ref.	Details	Amount	Balance
01/04/2024	100	Journal - REVERSAL O/B PREPAYMENT PRIOR YEAR ADJ DONE	$1,486.07	$1,486.07
		Total for PRIOR YEAR ADJUSTMENT	**$1,486.07**	

QUOTE REQUEST

Date	Ref.	Details	Amount	Balance
31/01/2025	94978	Quote Charge Processing Per Quote Request (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$187.83	$187.83
		Total for QUOTE REQUEST	**$187.83**	

SECRETARIAL FEE

Date	Ref.	Details	Amount	Balance
01/04/2024	80626	Management Fee (01/04/2024 - 30/04/2024) *TCM AGREEMENTS PTY LTD*	$125.84	$125.84
01/05/2024	81204	Management Fee (01/05/2024 - 31/05/2024) *TCM AGREEMENTS PTY LTD*	$125.84	$251.68
01/06/2024	82358	Management Fee (01/06/2024 - 30/06/2024) *TCM AGREEMENTS PTY LTD*	$125.84	$377.52
01/07/2024	85852	Management Fee (01/07/2024 - 31/07/2024) *TCM AGREEMENTS PTY LTD*	$125.84	$503.36
01/08/2024	86430	Management Fee (01/08/2024 - 31/08/2024) *TCM AGREEMENTS PTY LTD*	$125.84	$629.20
01/09/2024	87586	Management Fee (01/09/2024 - 30/09/2024) *TCM AGREEMENTS PTY LTD*	$162.80	$792.00
01/10/2024	90038	Management Fee (01/10/2024 - 31/10/2024) *TCM AGREEMENTS PTY LTD*	$132.00	$924.00
01/11/2024	90701	Management Fee (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$132.00	$1,056.00
01/12/2024	91849	Management Fee (01/12/2024 - 31/12/2024) *TCM AGREEMENTS PTY LTD*	$132.00	$1,188.00
01/01/2025	92989	Management Fee (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$132.00	$1,320.00
01/02/2025	94412	Management Fee (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$132.00	$1,452.00

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SECRETARIAL FEE (Continued)

Date	Ref.	Details	Amount	Balance
01/03/2025	96108	Management Fee (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$132.00	$1,584.00
		Total for SECRETARIAL FEE	**$1,584.00**	

WORK ORDERS

Date	Ref.	Details	Amount	Balance
30/04/2024	81781	Work Order Processing (01/04/2024 - 30/04/2024) *TCM AGREEMENTS PTY LTD*	$115.78	$115.78
31/05/2024	83221	Work Order Processing (01/05/2024 - 31/05/2024) *TCM AGREEMENTS PTY LTD*	$173.67	$289.45
31/07/2024	87008	Work Order Processing (01/07/2024 - 31/07/2024) *TCM AGREEMENTS PTY LTD*	$57.89	$347.34
31/08/2024	88164	Work Order Processing (01/08/2024 - 31/08/2024) *TCM AGREEMENTS PTY LTD*	$62.61	$409.95
31/10/2024	91275	Work Order Processing (01/10/2024 - 31/10/2024) *TCM AGREEMENTS PTY LTD*	$62.61	$472.56
30/11/2024	92419	Work Order Processing (01/11/2024 - 30/11/2024) *TCM AGREEMENTS PTY LTD*	$187.83	$660.39
31/01/2025	94978	Work Order Processing (01/01/2025 - 31/01/2025) *TCM AGREEMENTS PTY LTD*	$187.83	$848.22
28/02/2025	95544	Work Order Processing (01/02/2025 - 28/02/2025) *TCM AGREEMENTS PTY LTD*	$313.05	$1,161.27
31/03/2025	97526	Work Order Processing (01/03/2025 - 31/03/2025) *TCM AGREEMENTS PTY LTD*	$563.49	$1,724.76
		Total for WORK ORDERS	**$1,724.76**	

Total for Administrative Fund - Expenses **$26,561.48**

Sinking Fund - Other Income

Total for Sinking Fund - Other Income **$0.00**

Sinking Fund - Expenses

MULCH

Date	Ref.	Details	Amount	Balance
23/12/2024	INV-54869	MULCH COMMON GARDEN BEDS - DECEMBER 2024 *1300 4 GARDENING*	$1,284.92	$1,284.92
		Total for MULCH	**$1,284.92**	

PLUMBING

Date	Ref.	Details	Amount	Balance
01/07/2024	INV-0929	INVESTIGATE AND REPAIR LEAK INTO UNIT ONE - JUNE 2024 *MILLMAX INVESTMENT PTY LTD T/AS MACKIE PLUMBING*	$570.00	$570.00
		Total for PLUMBING	**$570.00**	

POOL MAINTENANCE

Date	Ref.	Details	Amount	Balance
31/10/2024	4112	SUPPLY NEW CHLORINATOR CELL - OCTOBER 2024 *SHAUN RODNEY LACEY T/AS AQUARIUS POOL SERVICE*	$1,050.00	$1,050.00
		Total for POOL MAINTENANCE	**$1,050.00**	

Expenses & Other Income - C.T.S. 1167
"SILKWOOD"
13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878
For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington on 28/07/2025
FINAL

ROOF

Date	Ref.	Details	Amount	Balance
03/05/2024	46770	INVESTIGATE WATER LEAK INTO UNIT 3 - REPAIR VENT PIPE - APRIL 2024 *MTR GROUP QLD PTY LTD T/AS RAYMOND PLUMBING*	$1,687.29	$1,687.29
		Total for ROOF	**$1,687.29**	
		Total for Sinking Fund - Expenses		**$4,592.21**

Statement of Key Financial Information - Community Title Scheme 1167 "SILKWOOD"

13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Name of Fund: Administrative Fund	$	
Balance carried forward from previous reporting period:	2,008.26	
Total income received during reporting period:	17,860.00	(2)
Total interest earned by fund during reporting period:	0.00	(3)
Total contributions paid during reporting period:	17,911.85	
Total unpaid contributions payable for reporting period:	0.00	(4)
Total expenditure for maintenance during reporting period:	26,561.48	
Total expenditure for administration costs during reporting period:	0.00	
Balance of Fund at end of reporting period:	-6,693.22	

List of principal items of expenditure proposed for next reporting period:

ADDITIONAL SERVICES	1,500.00
BUILDING R & M	500.00
COMMUNITY POWER	1,800.00
CONTRACTOR COMPLIANCE	90.00
ELECTRONIC STORAGE & TECHNOLOGY	90.00
GARDEN R & M	3,800.00
GUTTERS	200.00
MAILHOUSE	10.00
PLUMBING R&M	500.00
POOL COMPLIANCE	250.00
POOL R&M	4,000.00
QUOTE REQUEST	190.00
SECRETARIAL FEE	1,600.00
TAX YEAR FINANCIAL PREPARATION AND REPORTING	350.00
WORK ORDERS	1,000.00
INSURANCE - BLDG & PUB. LIAB	6,800.00
INSURANCE - STAMP DUTY	700.00
INSURANCE RENEWAL MANAGEMENT FEE	900.00
Total Expenses	**24,280.00**

Notes:
(1) The Statement of Key Financial Information is a statutory report to display amounts for the financial period for financial information required under the Act. It is not a cumulative report and should not be interpreted as one.
(2) Total income received represents the total receipts and may include amounts not represented on this report.
(3) Total interest includes interest received on the working account, and investment accounts and penalty interest for late payment of levies.
(4) This amount represents the total of unpaid levy contributions due and payable during, and prior to the reporting period.

Statement of Key Financial Information - Community Title Scheme 1167 "SILKWOOD"

13 HIBISCUS LANE, HOLLOWAYS BEACH, QLD 4878

For the Financial Period 01/04/2024 to 31/03/2025 - Prepared by Samantha Remmington

FINAL

Consolidated

Name of Fund: Sinking Fund	$	
Balance carried forward from previous reporting period:	18,214.34	
Total income received during reporting period:	4,100.00	(2)
Total interest earned by fund during reporting period:	0.00	(3)
Total contributions paid during reporting period:	3,905.00	
Total unpaid contributions payable for reporting period:	0.00	(4)
Total expenditure for maintenance during reporting period:	4,592.21	
Total expenditure for administration costs during reporting period:	0.00	
Balance of Fund at end of reporting period:	17,722.13	

List of principal items of expenditure proposed for next reporting period:

SINKING FUND BUDGET	4,100.00
Total Expenses	**4,100.00**

Notes:
(1) The Statement of Key Financial Information is a statutory report to display amounts for the financial period for financial information required under the Act. It is not a cumulative report and should not be interpreted as one.
(2) Total income received represents the total receipts and may include amounts not represented on this report.
(3) Total interest includes interest received on the working account, and investment accounts and penalty interest for late payment of levies.
(4) This amount represents the total of unpaid levy contributions due and payable during, and prior to the reporting period.

STANDARD COMMUNITY MANAGEMENT STATEMENT
Section 285. Body Corporate and Community Management Act 1997

Dealing: 704177017
Title Reference: 19070453
Lodgment: 1061168
Date: 15/07/2000 10:34:39

1. Name of Community Title Scheme

   SILKWOOD

2. Regulation Module

   Body Corporate and Community Management (Standard Module) Regulation 1997

3. Name of Body Corporate

   BODY CORPORATE FOR SILKWOOD COMMUNITY TITLES SCHEME 1167

4. Address for service of documents on the body corporate

   BODY CORPORATE SERVICES PTY LTD
   PO BOX 5134
   CAIRNS MAIL CENTRE QLD 4871

5. By-Laws

   Taken to be those in effect as at 13 July 2000
   [section 285 (5)(a) Body Corporate and Community Management Act 1997]

6. Contribution Schedule

Lot	Entitlement
1 in BUP70453	1
2 in BUP70453	1
3 in BUP70453	1
4 in BUP70453	1

Total Lots: 4 Aggregate 4

7. Interest Schedule

Lot	Entitlement
1 in BUP70453	1
2 in BUP70453	1
3 in BUP70453	1
4 in BUP70453	1

Total Lots: 4 Aggregate 4

***** End *****

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Information supplied in this report is compiled by Body Corporate Reports
T: 0425 777 485 | E: helen@bcreports.com.au

Statutory Warranties - 30/09/2025

Building Name Silkwood, CTS# 1167 For Lot #3 on Plan #BUP70453

Implied Warranties, Defects and Other Matters

Roof and Gutter Report dated 11/03/2021, prepared by Gutter-Vac (Downpipes, gutters and roofing are all in good condition. It is recommended that the roof and gutters be inspected and cleaned at least every 12 months).

AGM 26/06/2024:
Resolved to accept a quote of $10,074.99 incl. gst to install aluminum front boundary fence, pedestrian gate and new letterboxes.

Sighted Pool Safety Certificate dated 03/06/2025, expiring 03/06/2026.

Agenda for an Extraordinary General Meeting scheduled for 24/09/2025. Motions to be considered:
- to accept a quote of $4,000.00 incl. gst to replace damaged skimmer box at the common pool.
- that a special levy of $3,000.00 incl. gst be raised to ensure sufficient funds to carry out required maintenance and repairs to the pool, to be levied on owners in shares proportional to the lot entitlement of the respective lots to be due any payable 30 days after the issuance of the levy notice.
- that the Body Corporate be granted approval to remove any items dumped/stored on common property in contravention of the Body Corporate bylaws and that all costs associated with the removal and/or storage be on-charged to the lot associated.
Note: no minutes were sighted at the time of the search.

No Certificate of Currency sighted.

The sales contract does require the owner to provide information in relation to any unapproved improvements on common property benefiting the lot or outstanding by-law contravention notices in relation to the lot. Whilst every effort is made to source this information in the body corporate records, it is not always available, and the owner will need to disclose this information along with this report.

Initialled by:
258DFA8B4786

Seller Initials (acknowledged true and correct)

Buyers Initials (read and acknowledged)

Disclaimers and Exclusions

The information contained in this report was extracted from the books and records of the Body Corporate Manager. Body Corporate Managers retain building information in either hard copies, electronic copies, or both. As Search Agents, we rely on the information presented to us being made accessible and filed correctly.

Implied Warranties, defects and other matters included are applicable to the 2 year period preceding the date of this report. Correspondence is viewed for Topics of interest or for information specifically pertaining to the Lot and applicable to the 3 month period preceding the date of this report.

There is a possibility that all of the Body Corporate records may not have been made available for inspection, or the records may not have contained all of the information of interest to the Purchaser or Mortgagee. Due to the way in which documents are sometimes categorized and filed, Body Corporate Reports will not accept responsibility in either event. It is highly recommended that any purchaser obtain a Full Strata Inspection Report, which includes an extensive building history and a complete record of matters of interest to the buyer.

TCM AGREEMENTS PTY LTD COMPANY
ABN: 85622244188
Suite 1, 27 Lake Street, CAIRNS QLD 4870
Ph: 07 4031 7877
info@tcmstrata.com
Principal: Kelly Roberts and Greg Roberts

25/07/2025

MINUTES OF THE ANNUAL GENERAL MEETING

SILKWOOD CTS 1167

MEETING DATE:	Wednesday 02 July 2025		
MEETING LOCATION:	SUITE 1 – 27 LAKE STREET, CAIRNS, QLD, 4870		
TIME:	02:00 PM	**OPENED:** 01:55 PM	**CLOSED:** 02:12 PM

PRESENT IN PERSON:

LOT 1	Sharon Davis	Owner Present (Pre-Voted)

PRESENT VIA TELEPHONE:

LOT 2	Kwame O'Connor	Owner Present

ELECTRONIC VOTES AND VOTING PAPERS:

LOT 3	Jessica Thackray	Electronic Vote

PROXIES:

NIL

APOLOGIES:

NIL

IN ATTENDANCE:

Cheryl O'Connor – Proxy for LOT 1 – Kwame O'Connor (Did not vote as the owner was present)

Samantha Remmington – Body Corporate Manager – TCM Strata

CHAIRPERSON:

Samantha Remmington chaired the meeting under the relevant section of the applicable Module. (SM Sec 97)

QUORUM:

There being a quorum represented, the Chairperson declared the meeting open at 01:55 PM.

MOTIONS:

MOTION 1				
MINUTES			**ORDINARY RESOLUTION**	
Resolved that the minutes of the Annual General Meeting held on 26/06/2024 be confirmed as a true and correct record of the proceedings at the meeting.				
Motion CARRIED				
VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 2				
FINANCIAL STATEMENTS – NOT AUDITED			**ORDINARY RESOLUTION**	
Resolved that the Statement of Accounts for the period 01/04/2024 to 31/03/2025 be approved and adopted.				
Motion CARRIED				
VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 3

ADMINISTRATIVE FUND BUDGET AND CONTRIBUTIONS | **ORDINARY RESOLUTION**

Resolved that the Administrative Fund budget for the financial year ending 31/03/2026 totalling $15,880.00 be approved. That the Administration Fund levy be fixed at the rate of $3,970.00 per lot of entitlement for the financial year ending 31/03/2026. Further, that the Secretary be authorised to pre-issue the levy notices for the next two levy periods in the ensuing financial year, calculated using the rate per lot entitlement as proposed.

LEVY ISSUED	LEVY PERIOD	PERIOD FROM	PERIOD TO	RATE PER LOT ENTITLEMENT
Already Issued	Current	01/04/2025	30/06/2025	$715.00
To be Issued	Current	01/07/2025	30/09/2025	$1,085.00
To be Issued	Current	01/10/2025	31/12/2025	$1,085.00
To be Issued	Current	01/01/2026	31/03/2026	$1,085.00
Total		01/04/2025	31/03/2026	**$3,970.00**
INTERIM PERIODS				
To be Issued	Next	01/04/2026	30/06/2026	$1,085.00

Motion CARRIED				
VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 4

INSURANCE (INTEREST SCHEDULE) BUDGET	ORDINARY RESOLUTION

Resolved that the Insurance (Interest) Entitlement Contribution for the financial year ending 31/03/2026 totalling $8,400.00 be approved. That the Insurance (Interest) Entitlement Contribution be fixed at the rate of $2,100.00 per lot of entitlement for the financial year ending 31/03/2026. Further, that the Secretary be authorised to pre-issue the levy notices for the next two levy periods in the ensuing financial year, calculated using the rate per lot entitlement as proposed.

LEVY ISSUED	LEVY PERIOD	PERIOD FROM	PERIOD TO	RATE PER LOT ENTITLEMENT
Already Issued	Current	01/04/2025	30/06/2025	$435.00
To be Issued	Current	01/07/2025	30/09/2025	$555.00
To be Issued	Current	01/10/2025	31/12/2025	$555.00
To be Issued	Current	01/01/2026	31/03/2026	$555.00
Total		01/04/2025	31/03/2026	**$2,100.00**
INTERIM PERIODS				
To be Issued	Next	01/04/2026	30/06/2026	$555.00

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 5

SINKING FUND BUDGET	ORDINARY RESOLUTION

Resolved that a Sinking Fund budget for the period 01/04/2025 - 31/03/2026 totalling $4,100.00 be adopted and that the Sinking Fund levy be fixed at the rate of $1,025.00 per lot entitlement AND FURTHER THAT the Secretary be authorised to pre-issue the levy notices for the next two levy periods calculated using the rate per lot entitlement as proposed.

LEVY ISSUED	LEVY PERIOD	PERIOD FROM	PERIOD TO	RATE PER LOT ENTITLEMENT
Already Issued	Current	01/04/2025	30/06/2025	$245.00
To be Issued	Current	01/07/2025	30/09/2025	$260.00
To be Issued	Current	01/10/2025	31/12/2025	$260.00
To be Issued	Current	01/01/2026	31/03/2026	$260.00
Total		01/04/2025	31/03/2026	**$1,025.00**
INTERIM PERIODS				
To be Issued	Next	01/04/2026	30/06/2026	$260.00

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 6

ACCOUNTS NOT BE AUDITED	SPECIAL RESOLUTION

Resolved that the accounts of the Body Corporate relating to the financial year ending 31/03/2026 not be audited.

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 7

APPOINTMENT OF AUDITOR	ORDINARY RESOLUTION

That *Kelly and Partners Chartered Accountants* be appointed for the period ending 31/03/2026 at a cost of $649.00 inc GST.

Motion ruled OUT OF ORDER as Motion 6 carried

MOTION 8

INSURANCE	ORDINARY RESOLUTION

Resolved that the Insurance Policy as outlined below be ratified and that authority be given to the Body Corporate Committee to obtain quotes and bind cover for the next period of insurance. A detailed copy of the insurance policy is circulated with the meeting notice.

POLICY NUMBER	UNDERWRITER	CURRENT TO	RISK TYPE	COVERAGE AMOUNT
HPS038041940	SUNCORP INSURANCE	20 Jun 2025	*Building*	*$1,470,000.00*
			Common Contents	*$14,700.00*
			Legal Liability	*$20,000,000.00*
TOTAL PREMIUM: $8,330.51				

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 9

TYPE OF ELECTION OF COMMITTEE	ORDINARY RESOLUTION

Resolved that in accordance with the regulation applying to this building's module (Standard) that the election of members of the Committee be held by open ballot and not by secret ballot.

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 10

RECOVERY OF OUTSTANDING CONTRIBUTIONS	ORDINARY RESOLUTION

Resolved that the Body Corporate for SILKWOOD CTS 1167 resolves pursuant to the Body Corporate and Community Management Act 1997 and the applicable regulation module for the purpose of collecting debts from owners with overdue levies, authorises the Committee to do any of the following:

a. Levies outstanding for 7-30 Days – Reminder Notice issued by tcmstrata to relevant lot owner
b. Levies outstanding for 30-60 Days – Final Notice issued by tcmstrata to relevant lot owner
c. Levies outstanding by 60 days or more – Notice of Intended Legal Action issued by tcmstrata to relevant lot owner.
d. Levies outstanding by 90 days or more – Letter of Demand issued by lawyer to relevant lot owner.
    - Engage and retain the legal representation of a debt collection agency or solicitor on behalf of the Body Corporate
    - Commence proceedings via claim and statement of claim, pursue, continue, maintain, or defend any court, tribunal, or any other proceedings against SILKWOOD CTS 1167 in relation to all matters arising out of the recovery of debts including legal, court awarded interest and other costs
    - Enter and enforce any judgment obtained in the collection of the debts including issuing enforcement warrants for redirection of debts or earnings, enforcement warrant for enforcement hearing and commencing and maintaining bankruptcy proceedings and winding up proceedings.
    - Filing an appeal or defending an appeal against any judgement concerning the collection of debts.
    - Liaise, instruct, and prepare all matters with the Body Corporate's lawyer and experts in relation to the debt recovery proceedings.

Motion CARRIED

VOTES:	YES: 3	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 11

SINKING FUND ANALYSIS	ORDINARY RESOLUTION

That the Body Corporate agrees to engage *Bellator Property Consultants* to prepare a Sinking Fund Analysis for a total cost of $528.00 including GST with the cost to be met by the Administration Fund.

Motion DEFEATED

VOTES:	YES: 1	NO: 1	ABSTAIN: 1	INVALID: 0

MOTION 13

ELECTION OF COMMITTEE

ELECTION OF CHAIRPERSON

SHARON DAVIS has been elected unopposed as Chairperson.

ELECTION OF SECRETARY

CHERYL O'CONNOR has been elected unopposed as Secretary.

ELECTION OF TREASURER
NIL

ELECTION OF ORDINARY MEMBER
NIL

COMMUNICATIONS MUST BE IN WRITING

All requests by owners or their appointed agents for repairs and maintenance, or complaints in relation to by-laws, must always be submitted to the strata managing agent in writing to ensure accurate documentary records and to enable property administrative procedures are followed.

TCM AGREEMENTS PTY LTD COMPANY
ABN: 85622244188
Suite 1, 27 Lake Street, CAIRNS QLD 4870
Ph: 07 4031 7877
info@tcmstrata.com
Principal: Kelly Roberts and Greg Roberts

9/07/2024

MINUTES OF THE ANNUAL GENERAL MEETING
SILKWOOD CTS 1167

MEETING DATE:	Wednesday 26 June 2024		
MEETING LOCATION:	SUITE 1 – 27 LAKE STREET, CAIRNS, QLD, 4870		
TIME:	02:00 PM	**OPENED:** 01:57 PM	**CLOSED:** 02:17 PM

PRESENT IN PERSON:

LOT 1	Sharon Davis	Owner Present (Pre-Voted)
LOT 2	Cheryl O'Connor	Proxy Present

PRESENT VIA ZOOM:

NIL

ELECTRONIC VOTES AND VOTING PAPERS:

Sharon Davis – LOT 1

PROXIES:

LOT 2	Australian Executor Trustees Limited	Proxy Name: Cheryl O'Connor

APOLOGIES:

NIL

CHAIRPERSON:

Samantha Remmington chaired the meeting under the relevant section of the applicable Module. (SM Sec 97)

QUORUM:

There being a quorum represented, the Chairperson declared the meeting open at 01:57 PM.

MOTION 12	
BOUNDARY FENCE REPLACEMENT	**ORDINARY RESOLUTION**

That the Body Corporate approve the quotation from FNQ PROJECTS to supply and install approximately 20m of power coated, aluminum front boundary fence (facing Hibiscus Lane) and the installation of a pedestrian gate and new letterboxes, as per Option 2 of the attached quote, for a total cost of $10,074.99 inc GST, and with costs to be met by the Sinking Fund.

Motion CARRIED

VOTES:	YES: 2	NO: 0	ABSTAIN: 0	INVALID: 0

MOTION 13
ELECTION OF COMMITTEE
Election of CHAIRPERSON
SHARON DAVIS has been elected unopposed as Chairperson
Election of SECRETARY
CHERYL O'CONNOR has been elected unopposed as Secretary
Election of TREASURER
CHERYL O'CONNOR has been elected unopposed as Treasurer
Election of ORDINARY MEMBER
NIL

COMMUNICATIONS MUST BE IN WRITING

All requests by owners or their appointed agents for repairs and maintenance, or complaints in relation to by-laws, must always be submitted to the strata managing agent in writing to ensure accurate documentary records and to enable property administrative procedures are followed.

TCM AGREEMENTS PTY LTD COMPANY
ABN: 85622244188
Suite 1, 27 Lake Street, CAIRNS QLD 4870
Ph: 07 4031 7877
Fax: 07 4031 5762
E: info@tcmstrata.com
Principal: Kelly Roberts and Greg Roberts

NOTICE OF EXTRAORDINARY GENERAL MEETING BODY CORPORATE FOR SILKWOOD CTS 1167

Dear Owner,

An Extraordinary General Meeting has been scheduled as follows:

MEETING INFORMATION

Name of Scheme:	**SILKWOOD CTS 1167**
Meeting Venue:	**SUITE 1 – 27 LAKE STREET, CAIRNS, QLD, 4870**
Time and Date of Meeting:	**Wednesday, 24 September 2025 at 09:00 AM (Queensland Time)**

Enclosed within this notice is your meeting agenda, voting paper, ballot paper and supporting documents pertaining to motions.

ATTENDANCE AND VOTING
If you would like to physically attend the meeting, please advise your Body Corporate Manager no later than seven (7) days before the commencement date of the meeting. Your Body Corporate Manager will monitor attendees and provide confirmation of your attendance.
If you are unable to physically attend the meeting, we provide the option of attending via ZOOM or 3CX. If you would like to attend the meeting virtually, please advise your Body Corporate Manager no later than seven (7) days before the commencement date of the meeting. A meeting link will be issued to you with instruction on how to join the meeting.
Alternatively, you may submit your voting paper prior to the commencement of the meeting via email, or post. Please email or post your completed voting paper directly to your Body Corporate Manager or to info@tcmstrata.com.au.

PROXY VOTES
If you intend to appoint a proxy to vote on your behalf, please ensure that you complete and return the enclosed Proxy Form prior to the commencement of the meeting. Please note the following restrictions regarding the exercise of proxies:

- A Body Corporate Manager is prohibited from exercising a proxy
- A person must not exercise proxies for more than 5% of lots, or if there are few than 20 lots, more than 1 proxy (excluding Commercial Module schemes)
- A proxy cannot be used for the election of Committee Members

If your lot is owned under a company name, please ensure that you complete and return a Company Nominee Form prior to the commencement of the meeting. This form is enclosed within the meeting notice.

OUTSTANDING LEVIES
Lastly, to ensure that your vote can be counted at the meeting, could you please ensure that all levies and other payments owing have been paid prior to the date of the meeting. Our office is unable to accept payment on the date of the meeting. If a lot owner owes a Body Corporate debt at the time of a meeting, a voter:

- May only vote on a motion to be resolved by resolution without dissent and;
- May not participate in electing members of the Committee.

Should you have any queries in relation to these matters or the scheduled meeting, please do not hesitate to contact our office.

Yours Faithfully

Samantha Remmington,
Body Corporate Manager
For and on behalf of the Body Corporate for Body CorporateCTS 1167
Phone: (07) 4031 7877
Email: info@tcmstrata.com

AGENDA FOR THE EXTRAORDINARY GENERAL MEETING

BODY CORPORATE FOR SILKWOOD CTS 1167

Agenda

1. Attendance record and apologies
2. Admittance of proxies and voting paper
3. Open meeting
4. Vote on motions in agenda
5. Close the meeting

Motions

1. Minutes
2. Pool Repairs - KB Pools
3. Special Levy - Sinking Fund
4. Removal of Items on Common Property

VOTING PAPER

Please mark either “YES”, “NO” or “ABSTAIN” next to each motion you are voting on. Once completed, sign your voting paper and forward to TCMSTRATA, C/- The Body Corporate Secretary. You can submit your voting paper via post, email or in person to:

- PO BOX 5332, CAIRNS QLD 4870
- Info@tcmstrata.com

MOTIONS TO BE CONSIDERED

MOTION 1	
MINUTES	**Ordinary Resolution** Statutory Motion
That the minutes of the Annual General Meeting held on 02/07/2025 be confirmed as a true and correct record of the proceedings at the meeting.	
YES ☐	**NO** ☐ **ABSTAIN** ☐

MOTION 2	
POOL REPAIRS - KB POOLS	**Ordinary Resolution** Submitted by The Committee
That the Body Corporate accept the quotation from KB POOLS to replace the damaged skimmer box at the Common Pool, for a total cost of $4,000.00 inc GST and with costs to be met by the Sinking Fund. **Please find enclosed quotation for full scope of works.*	
YES ☐	**NO** ☐ **ABSTAIN** ☐

MOTION 3	
SPECIAL LEVY - SINKING FUND	**Ordinary Resolution** Submitted by The Committee
That a Special Levy of $3,000.00 inc GST be raised as a contribution under Section 141(2) of the Body Corporate and Community Management Act (Standard Module Regulation) 2008 in the Sinking Fund to ensure sufficient funds to carry out required maintenance and repairs to the pool, to be levied by notice from the Treasurer/Body Corporate Manager on owners in shares proportional to the LOT entitlement of the respective LOTS to be due and payable 30 days after the issuance of the levy notice.	
YES ☐	**NO** ☐ **ABSTAIN** ☐

MOTION 4	
REMOVAL OF ITEMS ON COMMON PROPERTY	**Ordinary Resolution** Submitted by The Committee
That the Body Corporate be granted approval to remove any items dumped/stored on Common Property in contravention of the Body Corporate by-laws, and that all costs associated with the removal and/or storage of these items be on-charged to the lot associated.	
YES ☐ **NO** ☐ **ABSTAIN** ☐	

I/We require that this voting paper, completed by me/us, be recorded as my/our vote in respect of the motions set out above.

***Signature(s) of Voter(s):** _____

***Name(s) of Voter(s):** _____

***LOT No:** _____

***Date:** _____

Building: SILKWOOD CTS 1167

ROOF AND GUTTER REPORT

For the property: 13 Hibiscus Lane

By using the Gutter-Vac service you have:

- ✓ saved time and effort
- ✓ reduced breeding areas for insects, especially disease carrying mosquitoes
- ✓ eliminated the chance of water build-up and serious damage in ceiling and building structures caused by blocked gutters
- ✓ prolonged the life of your gutters
- ✓ removed rust causing debris from your gutters
- ✓ saved yourself the risk of a fall and the public liability issues associated with height safety

Skinner Marine Electrical Pty Ltd ATF Skinner Family Trust
Lyn and Llew Skinner
Ph: 1300 654 253

Trading as: Gutter-Vac Cairns
PO Box 220, Westcourt QLD 4870
email: cairns@guttervac.com.au

Date: ***11/03/2021***

Customer: ***c-/ TCM Strata***

Address: ***13 Hibiscus Lane, Holloways Beach QLD 4878***

Down Pipes: Good

Gutters: Good.

Roofing: Good

Remarks: Vacuum cleaned gutters and cleared down pipes.

Before

After

Recommendation: As a general rule, we recommend that roof and gutters be inspected / cleaned **at least** every 12 months. For your property, we recommend that an inspection / clean of your roof and gutters be done every 12 months, and we will be in contact with you when your recommended follow-up is due. We offer a no-obligation free inspection and quote, and no work will be performed without your approval.

Please note: We are not qualified roof plumbers and as such this report is simply provided to advise you of anything that we believe may require further attention.

SINKING FUND FORECAST

PROPERTY DETAILS

Silkwood CTS 1167 13 Hibiscus Lane
HOLLOWAYS BEACH QLD 4878

Inspection Date: 10/07/2014 9:30:00 AM

1300 880 466
inspections@qbm.com.au
qbm.com.au

The Body Corporate for Silkwood CTS 1167 13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878

Dear Committee Members,

This report is the result of an Inspection conducted at your complex to identify the likely ongoing maintenance and capital improvement costs expected over the next 10 years.

This report has been compiled by a building professional and is the opinion and recommendations of this trained professional.

The recommendations are given after serious consideration to the possibility of deterioration of the building and surrounds as a result of non maintenance.

Should the committee choose not to follow these recommendations, then the committee must take full responsibility for deterioration of the complex that may occur from the lack of maintenance.

The building professionals at QBM are available to discuss any queries you may have with this inspection and report, or if you require clarification of any items, please call us on 1300 880 466.

Thank you for the opportunity to assist you in keeping your complex well maintained and the Sinking Fund with adequate funds for future planned and unforeseen expenses.

Yours Sincerely

Max Ren
Managing Director

PROPERTY AND INSPECTIONS DETAILS

Building:	Silkwood CTS 1167 13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878
Inspection By:	Max Ren
Inspection Date:	10/07/2014 9:30:00 AM.
Building Description:	2 Level Residential Unit complex. constructed of Masonry external walls and a Steel roof.

PLANNED WORKS

A full listing of identified items is contained within this report.

A listing of recommendations and immediate works is contained within the Inspections Results table. It is critical that these recommendations are actioned at the earliest possible time.

AREAS NOT ACCESSED

Areas in "in accessible" areas have not been included in this report. This includes any areas that cannot be seen from a visual inspection not requiring demolition work. Such areas include behind fixed wall and ceiling sheeting, under floor coverings, behind door jambs and architraves.

INTRODUCTION

Under instructions from the committee of this complex, we set out in this report our recommendations for the Sinking Fund for the common areas of the complex.

The purpose of this report is to provide an independent analysis of the requirements for expenditure and contributions towards the Sinking Fund of the complex. This report is NOT a condition assessment or a report to identify any maintenance issues with the complex.

This report identifies and evaluates the funding requirements for items requiring capital expenditure as detected by site inspection, or by reference to plans and specifications, or by making reference to an assessment of the life expectancy of items within the complex.

Life expectancies and planned years to replacement used in this report are intended as a guide only for the purposes of determining a reasonable budget allowance for each year covered by this report. The allowances given for replacement costs are NOT fixed quotes and should only be used for budgeting purposes.

AAI / QBM has requested information about the state of repair of the building and complex, and has requested all information as to planned works or repairs required to the complex prior to completing this report. Where this information has not been supplied, it has not been included in this report.

The Committee should review the following:

- Seek information from members of the Committee regarding the current state of the building
- Ascertain the future time objectives for appearance items such as painting of common areas, and repairs of common property, which may impact upon the stated years in this forecast and may affect the immediate cash flow requirements.
- If the Committee owns any landscaping equipment such as mowers, etc. that has not been supplied to AAI / QBM in a detailed list with full costs and purchase dates, then such items will not be included in this forecast. If after the report has been completed, and changes are required due to information not being supplied to AAI / QBM then additional costs will be charged.

This Sinking Fund forecast should be reviewed on a yearly basis to update any changes caused by abnormal expenditure, inflation rates, building material costs and availability and the current condition of the building.

Items of a recurrent nature covered by the Administration Fund have not been included in this report.

No allowance has been made for upgrades or improvements unless specifically requested.

SCOPE OF REPORT

This Sinking Fund report assesses the funding requirements of the common property areas of the complex over time to enable restoration to original standard. It has been assumed that the property will be correctly maintained to maximize the life of items within the complex.

This report is NOT a condition assessment or a report to identify any maintenance issues with the complex.

GST should be added to the contributions when levying Lot owners.

It is critical that a full site inspection is conducted at least each 5 years to update the Forecast so that major projected costs are accounted over the longest possible time frame to avoid unexpected and unbudgeted expenditure.

Fire Regulations (Building Format Plans only)

Due to amended Fire Regulations, it is now compulsory to upgrade/ develop Fire and Evacuation Plans and Diagrams and conduct full training of occupants of the building. Re-assessment of these plans and training is required each year. It is also a requirement that a certification of all fire installations is sent to the local office of the Fire and Rescue Service.
The first compliance date is 1 July 2009 and then each year thereafter.

EXECUTIVE SUMMARY

Scheme Name: Silkwood CTS 1167
Address of Property: 13 Hisbiscus Lane HOLLOWAY BEACH
Report prepared by: Max Ren

Report Assumptions:

Number of Lots:	4
Number of Lot Entitlements:	4
Plan Format	BFP
Rate of Inflation utilised in calculations:	3%
Investment interest rate utilised for calculations	3%
Taxation rate utilised for calculations:	30%
Current Sinking Fund Balance	$5,241.17
Report Projection Term	15
Balance Start Date	1/04/2014

End FY	Current Account Balance	Total Contributions including increases	Expected Expenditure	Interest income after taxation	Adjusted SF balance after expenditure and budgeting allowances
2015	$5,241	$2,400	$2,500	$57	$5,198
2016	$5,198	$2,472	$500	$150	$7,320
2017	$7,320	$2,546	$2,500	$155	$7,521
2018	$7,521	$2,622	$4,675	$115	$5,583
2019	$5,583	$2,701	$2,875	$113	$5,522
2020	$5,522	$2,782	$500	$164	$7,968
2021	$7,968	$2,865	$2,000	$185	$9,018
2022	$9,018	$2,951	$8,844	$66	$3,191
2023	$3,191	$3,040	$1,500	$99	$4,830
2024	$4,830	$3,131	$1,000	$146	$7,107
2025	$7,107	$3,225	$2,618	$162	$7,876
2026	$7,876	$3,322	$9,180	$43	$2,061
2027	$2,061	$3,422	$2,000	$73	$3,556
2028	$3,556	$3,525	$500	$138	$6,719
2029	$6,719	$3,631	$3,317	$148	$7,181

CONTRIBUTIONS AND EXPENDITURE

Contribution Summary for **Silkwood CTS 1167**

Year	End FY	Total Contributions including increases	Expenses	SF Balance
1	2015	$2,400	$2,500	$5,198
2	2016	$2,472	$500	$7,320
3	2017	$2,546	$2,500	$7,521
4	2018	$2,622	$4,675	$5,583
5	2019	$2,701	$2,875	$5,522
6	2020	$2,782	$500	$7,968
7	2021	$2,865	$2,000	$9,018
8	2022	$2,951	$8,844	$3,191
9	2023	$3,040	$1,500	$4,830
10	2024	$3,131	$1,000	$7,107
11	2025	$3,225	$2,618	$7,876
12	2026	$3,322	$9,180	$2,061
13	2027	$3,422	$2,000	$3,556
14	2028	$3,525	$500	$6,719
15	2029	$3,631	$3,317	$7,181

* GST is not included in the above values

* GST should be added when invoicing lot owners
* The SF Balance has been adjusted to include any bank interest and/or taxation paid on interest

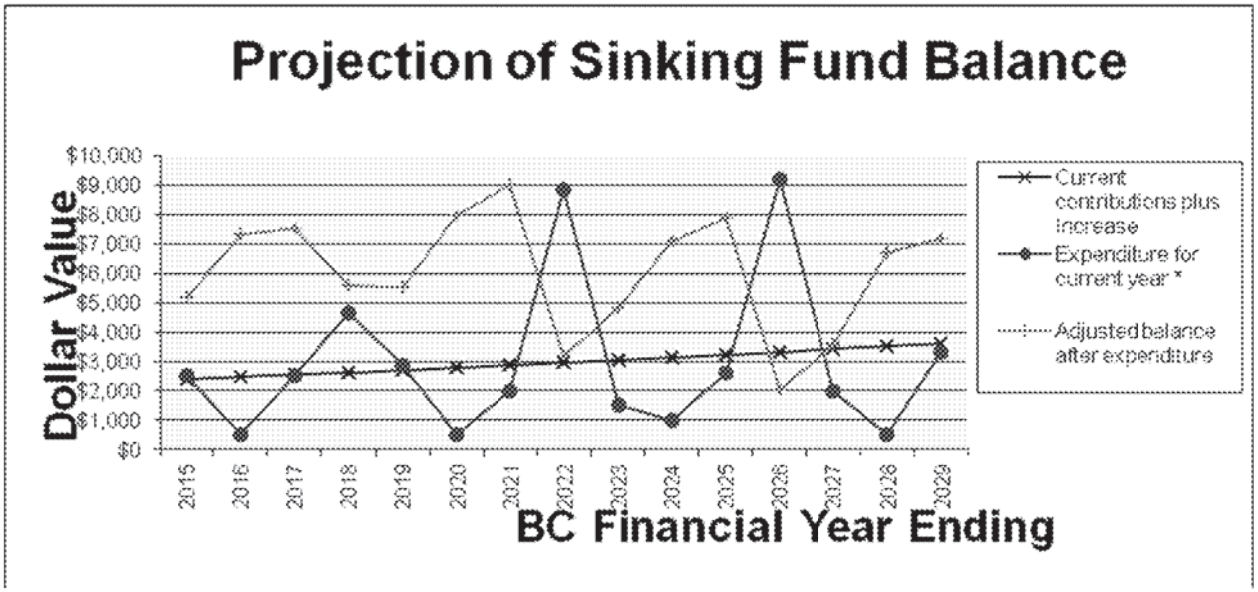
Contributions for next 15 years

Contributions Summary for Silkwood CTS 1167

Year	End FY	Total Contribution including increases	Contribution per Lot Entitlement	Quarterly Contribution
1	2015	$2,400.00	$600.00	$150.00
2	2016	$2,472.00	$618.00	$154.50
3	2017	$2,546.00	$636.50	$159.13
4	2018	$2,622.00	$655.50	$163.88
5	2019	$2,701.00	$675.25	$168.81
6	2020	$2,782.00	$695.50	$173.88
7	2021	$2,865.00	$716.25	$179.06
8	2022	$2,951.00	$737.75	$184.44
9	2023	$3,040.00	$760.00	$190.00
10	2024	$3,131.00	$782.75	$195.69
11	2025	$3,225.00	$806.25	$201.56
12	2026	$3,322.00	$830.50	$207.63
13	2027	$3,422.00	$855.50	$213.88
14	2028	$3,525.00	$881.25	$220.31
15	2029	$3,631.00	$907.75	$226.94

* GST is not included in the above values
* GST should be added when invoicing lot owners

SINKING FUND PROJECTION GRAPH



ANTICIPATED EXPENDITURE FOR NEXT 15 YEARS

The following pages list the anticipated yearly expenditures to complete maintenance / upgrade works. The time frames are proposed only, and the prices are NOT fixed quotes. The exact timing of maintenance works may vary depending upon specific requirements of the committee. The actual prices paid for completion of works will depend upon the specification of works, the extent of works, and the quotes received from contractors. These estimates should be viewed as budget estimates only.

Painting The estimates including for painting include two coats of trade quality acrylic paint and any associated scaffolding. ONLY COMMON AREAS ARE INCLUDED

Roofing Allowances have been included for regular repairs to extend the life of the existing roofing. ONLY COMMON AREAS ARE INCLUDED

This report is NOT a condition assessment or a report to identify any maintenance issues with the complex.

No	Categories	Description of works to be undertaken	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Building	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500	$500
2	Electrical	Allowance for electrical and lighting repairs / replacement to the site			$1,000								$1,118				
3	Fencing	Maintenance to timber paling fencing, including refixing loose palings, replace rusting fixings, ease gates, etc.	$500		$500		$500		$500		$500		$500		$500		$500
4	Landscaping	Allowance for repairs / replacement of garden edging					$1,375										

Sinking Fund Forecast for Silkwood CTS 1167 13 Hibiscus Lane HOLLOWAYS BEACH QLD 4878

No	Categories	Description of works to be undertaken	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
5	Painting	Contribution towards painting fund for external re-painting due each 8 - 10 years, including full scaffolding costs.												$8,680			
6	Plumbing	Contingency for repairs to sewerage system.	$500			$500			$500			$500			$500		
7	Road ways and Site Works	Allowance for repair to driveway and kerbing as required.	$500		$500		$500		$500		$500		$500		$500		$500
8	Roofing	Allowance for repairs to roof including guttering								$6,180							
9	Stairs, balconies and handrails	Allowance for repairs to handrails and fixings								$1,164							$1,317
10	Stormwater drainage	Contingency for repairs to stormwater and other common property plumbing systems.	$500							$500							$500
11	Swimming pools and spas	Allowance for replacement of pool equipment				$2,420											
12	Swimming pools and spas	Install / Replace 2 depth markers to swimming pool.								$500							
13	Tiling	Replace / repair tiled steps				$1,255											
14	Total Expected Expenditure		$2,500	$500	$2,500	$4,675	$2,875	$500	$2,000	$8,844	$1,500	$1,000	$2,618	$9,180	$2,000	$500	$3,317

DETAILED LISTING OF WORKS

Location	Description of work to be undertaken	Estimate of Costs	End FY
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2015
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2016
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2017
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2018
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2019
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2020
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2021
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2022
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2023
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2024
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2025
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2026
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2027
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2028
Site	General allowance for repairs and maintenance to the building to cover minor maintenance and safety issues.	$500	2029

SCOPE OF INSPECTION

This is a Sinking Fund Forecast and NOT a building inspection report.

CONDITIONS

Important Information Regarding the Scope and Limitations of the Inspection and this Report

1. This report is not an all encompassing report dealing with the building from every aspect. It is a reasonable attempt to identify any obvious or significant defects apparent at the time of the inspection. Whether or not a defect is considered significant or not, depends, to a large extent, upon the age and type of the building inspected. This report is not a Certificate of Compliance with the requirements of any Act, Regulation, Ordinance or By-law. It is not a structural report. Should you require any advice of a structural nature you should contact a structural engineer.
2. THIS IS A VISUAL INSPECTION ONLY limited to those areas and sections of the property fully accessible and visible to the Inspector on the date of Inspection. The inspection DID NOT include breaking apart, dismantling, removing or moving objects including, but not limited to, foliage, mouldings, roof insulation/sisalation, floor or wall coverings, sidings, ceilings, floors, furnishings, appliances or personal possessions. The inspector CANNOT see inside walls, between floors, inside skillion roofing, behind stored goods in cupboards, other areas that are concealed or obstructed. The inspector DID NOT dig, gouge, force or perform any other invasive procedures. Visible timbers CANNOT be destructively probed or hit without the written permission of the property owner.
3. This Report does not and cannot make comment upon: defects that may have been concealed; the assessment or detection of defects (including rising damp and leaks) which may be subject to the prevailing weather conditions; whether or not services have been used for some time prior to the inspection and whether this will affect the detection of leaks or other defects (eg. In the case of shower enclosures the absence of any dampness at the time of the inspection does not necessarily mean that the enclosure will not leak); the presence or absence of timber pests; gas-fittings; common property areas; environmental concerns; the proximity of the property to flight paths, railways, or busy traffic; noise levels; health and safety issues; heritage concerns; security concerns; fire protection; site drainage (apart from surface water drainage); swimming pools and spas (non-structural); detection and identification of illegal building work; detection and identification of illegal plumbing work; durability of exposed finishes; neighbourhood problems; document analysis; electrical installation; any matters that are solely regulated by statute; any area(s) or item(s) that could not be inspected by the consultant. Accordingly this Report is not a guarantee that defects and/or damage does not exist in any inaccessible or partly inaccessible areas or sections of the property. (NB Such matters may upon request be covered under the terms of a Special-purpose Property Report.)
4. CONSUMER COMPLAINTS PROCEDURE. In the event of any controversy or claim arising out of, or relating to this Report, either party must give written Notice of the dispute to the other party. If the dispute is not resolved within ten (10) days from the service of the Notice then the dispute shall be referred to a mediator nominated by the Inspector. Should the dispute not be resolved by mediation then either party may refer the dispute to the Institute of Arbitrators and Mediators of Australia for resolution by arbitration.
5. This report is based upon and conditional upon the information provided by the person, employees or agents of the person requesting this report. Thus, any false or misleading information provided will exempt the company from any liability for decisions taken based on this report's recommendations, where such recommendations are based upon information provided to the company.
6. AAI / QBM shall not be liable for missing information due to the concealment and/or apparent concealment of defects or possible defects by the person, employees or agents of the person requesting this report, or the owner, employee or agent for the owner.
7. Due to prevailing and seasonal weather conditions this Standard Property Report is subject to and conditional upon the following:
    a) The instance of and causes of rising damp may not be identifiable. Thus, unless specifically stated in the Inspection Results, this report does not cover the identification of 'rising damp'.
    b) The instance of and causes of water leaks in roofs, walls, floors, windows and/or doors may not be identifiable. Thus, unless specifically stated in the Inspection Results, this report does not cover the identification of 'water leaks'.

LIMITATIONS

Limitations of the Report

This forecast should be updated regularly.

This is NOT a building inspection report. This is not a Building Code or By-Law compliance inspection report.

No comment is offered on any environmental concerns including such things as urea formaldehyde foam insulation, asbestos, or lead paint. We have however, if necessary recommended when and if specialist inspections services are required. AAI / QBM offers a complete inspection and reporting service covering all items, including, asbestos, lead paint, mould, Health and Safety, structural defects, and Building Act Compliance, which can be obtained by contacting us.

The report is a professional opinion based on a visual inspection of the accessible features of the property. Without dismantling the buildings or its systems, there are limitations to such an inspection. Throughout any inspection, references are often drawn which cannot be confirmed by direct observation. Therefore, it should be understood that we can reduce the risk of purchasing or holding the property, however, we cannot eliminate it completely.

Cost Estimates

The estimates included for this valuation, have been obtained by utilising the rates developed by the leading firms of 'Cordells'™ and/or 'Rawlinsons'™. They are not intended to be fixed price estimates but only a close estimation of the costs that would be expected for such works at this particular time. These may be impacted upon by various factors, such as the number of items to be completed at one time, the state of the industry at a particular time and/or the detail required by the property owner/manager.

Important Disclaimers

Disclaimer of Liability: -No Liability shall be accepted on an account of failure of the Report to notify any problems in the area(s) or section(s) of the subject property physically inaccessible for inspection, or to which access for Inspection is denied by or to the Inspector (including but not limited to or any area(s) or section(s) so specified by the Report).

Disclaimer of Liability to the Third Parties:-This Report is made solely for the use and benefit of the Client named on the front of this report. No liability or responsibility whatsoever, in contract or tort, is accepted to any third party who may rely on the report wholly or in part. Any third party acting or relying on this report, in whole or in part does so at their own risk.

Dated: 13 July 2014

This report has been compiled by

Quality Building Management Far North Queensland
PO Box 5419, Cairns Qld 4870
maxren@qbm.com.au
0488003736

Certified by:
Max Ren
Managing Director

APPENDIX A

CONTRACTORS WORKPLACE HEALTH AND SAFETY PLAN - page 1 of 2

CONTRACTOR'S NAME: _____

CONTRACTOR'S ADDRESS: _____

_____

WORKS BEING UNDERTAKEN:

_____

_____

DATE WORK IS TO COMMENCE: _____

SITE RULES:

_____

_____

_____

WORK SCHEDULE:

_____

_____

_____

MEETING WORKPLACE HEALTH AND SAFETY OBLIGATIONS:

_____

_____

SITE ACCESS:

_____

_____

HAZARDS IN COMMON AREAS:

_____

_____

PROTECTION FOR MEMBERS OF THE PUBLIC:

_____

_____

CONSULTATION:

_____

_____

NOTIFICATION OF ADDITIONAL HAZARDS:

_____

_____

INSURANCE:

	Policy No	Insurance Company	Commencement Date	Expiry Date
Public Liability				
Professional Indemnity				
Personal Accident				
Work Cover				

LICENCES:

BSA: _____

Other: _____

Contractor : _____

Signature……..Date……..../……../……...

HAZARD REPORT FORM

This form is to be completed where a hazard has been identified but no incident or injury has occurred. If incident or injury has occurred please complete the Confidential Incident/Injury Report Form. (*Shaded section*—Body Corporate Member)

Body Corporate Member Name:			**Date:**	/ /
Body Corporate Member Phone:		Email:		
Body Corporate Manager Company:				
Body Corporate Manager Name:				
Complex: - Street	Silkwood CTS 1167 13 Hibiscus Lane			
Suburb:	HOLLOWAYS BEACH QLD 4878		Post Code:	
Description of the hazard/safety issue:				
Exact location of the hazard:				
Recommended action:				
Recommendations by external consultant:				
	Urgency:			
Action by BCM:				
BCM action date:				
Action completed by:			Signed	
Action Taken:				
Completion Date:				

SINKING FUND REVIEW ORDER FORM

Property Details:	
Building:	Silkwood CTS 1167 13 Hibiscus Lane, HOLLOWAYS BEACH QLD 4878
Management Company:	
Contact / Access Details:	
Contact Name:	
Contact Address:	
Contact Phone:	
Contact Email:	
Order Details:	
To: Ccname Please undertake a complete review of the Sinking Fund in place for the above complex in accordance with the Body Corporate and Community Management Act 1997.	
Date Required:*	
Authorisation:	
Representative Name:	
Representative Phone:	
Representative Email:	
Representative Signature:	
Date of order:	

- Reviews are required on an annual basis.

QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION

FORM 23
POOL SAFETY CERTIFICATE

A pool safety certificate is required in Queensland when selling or leasing a property with a regulated pool.
This form is to be used for the purposes of sections 246AA and 246AK of the *Building Act 1975.*

1. Pool safety certificate number

Identification number: PSC0254507

2. Location of the swimming pool

Property details are usually shown on the title documents and rates notices

Street address: 13 HIBISCUS LANE

HOLLOWAYS BEACH QLD

Postcode: 4878

Lot and plan details: 9999/BUP/70453

Local government area: CAIRNS REGIONAL

3. Exemptions or alternative solutions for the swimming pool (if applicable)

If an exemption or alternative solution is applicable to the swimming pool please state this. This will help provide pool owners with a concise and practical explanation of the exemption or alternative solution. It will also help to ensure the ongoing use of the pool and any future modifications do not compromise compliance with the pool safety standard.

No disability exemption applies; No impracticality exemption applies

No alternative solution applies

4. Pool properties

Shared pool ☑ Non-shared pool ☐ Number of pools 1

5. Pool safety certificate validity

Effective date: 03/06/2025 Expiry date: 03/06/2026

6. Certification

I certify that I have inspected the swimming pool and I am reasonably satisfied that, under the *Building Act 1975*, the pool is a complying pool.

Name: Bailey Wieden

Pool safety inspector licence number: PS15429679

Signature: Bailey Wieden

Other important information that could help save a young child's life

It is the pool owner's responsibility to ensure that the pool (including the barriers for the pool) is properly maintained at all times to comply with the pool safety standard under the *Building Act 1975*. High penalties apply for non-compliance. Parents should also consider beginning swimming lessons for their young children from an early age. Please visit https://www.qbcc.qld.gov.au/your-property/swimming-pools/pool-safety-standard for further information about swimming pool safety. This pool safety certificate does not certify that a building development approval has been given for the pool or the barriers for the pool. You can contact your local government to ensure this approval is in place.

Privacy statement

The Queensland Building and Construction Commission is collecting personal information as required under the *Building Act 1975*. This information may be stored by the QBCC, and will be used for administration, compliance, statistical research and evaluation of pool safety laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the Building Act 1975. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

RTI: The information collected on this form will be retained as required by the *Public Records Act 2002* and other relevant Acts and regulations, and is subject to the Right to Information regime established by the *Right to Information Act 2009*.

This is a public document and the information in this form will be made available to the public.