




# Vendor Statement

The vendor makes this statement in respect of the land in accordance with section 32 of the *Sale of Land Act 1962*.

This statement must be signed by the vendor and given to the purchaser before the purchaser signs the contract.  
The vendor may sign by electronic signature.

The purchaser acknowledges being given this statement signed by the vendor with the attached documents before the purchaser signed any contract.

<b>Land</b>	UNITS 1-4, 21 LEITH STREET, NEWBOROUGH VIC 3825
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Vendor's name	Mustiola Ceras Aitchison	Date	10 / 09 / 23
Vendor's signature			

Purchaser's name		Date	/ /
Purchaser's signature	<hr/>		
Purchaser's name		Date	/ /
Purchaser's signature	<hr/>		

## 1. FINANCIAL MATTERS

### 1.1 Particulars of any Rates, Taxes, Charges or Other Similar Outgoings (and any interest on them)

(a)  Are contained in the attached certificate/s.

### 1.2 Particulars of any Charge (whether registered or not) imposed by or under any Act to secure an amount due under that Act, including the amount owing under the charge

Not Applicable

### 1.3 Terms Contract

This section 1.3 only applies if this vendor statement is in respect of a terms contract where the purchaser is obliged to make 2 or more payments (other than a deposit or final payment) to the vendor after the execution of the contract and before the purchaser is entitled to a conveyance or transfer of the land.

Not Applicable

### 1.4 Sale Subject to Mortgage

This section 1.4 only applies if this vendor statement is in respect of a contract which provides that any mortgage (whether registered or unregistered), is NOT to be discharged before the purchaser becomes entitled to possession or receipts of rents and profits.

Not Applicable

## 2. INSURANCE

### 2.1 Damage and Destruction

This section 2.1 only applies if this vendor statement is in respect of a contract which does NOT provide for the land to remain at the risk of the vendor until the purchaser becomes entitled to possession or receipt of rents and profits.

Not Applicable

### 2.2 Owner Builder

This section 2.2 only applies where there is a residence on the land that was constructed by an owner-builder within the preceding 6 years and section 137B of the Building Act 1993 applies to the residence.

Not Applicable

## 3. LAND USE

### 3.1 Easements, Covenants or Other Similar Restrictions

(a) A description of any easement, covenant or other similar restriction affecting the land (whether registered or unregistered):

Not Applicable

(b) Particulars of any existing failure to comply with that easement, covenant or other similar restriction are:

To the best of the Vendor's knowledge there is no existing failure to comply with the terms of any easements, covenants or other similar restriction.

### 3.2 Road Access

There is NO access to the property by road if the square box is marked with an 'X'

### 3.3 Designated Bushfire Prone Area

The land is in a designated bushfire prone area within the meaning of section 192A of the *Building Act* 1993 if the square box is marked with an 'X'

### 3.4 Planning Scheme

Attached is a certificate with the required specified information.

The required specified information is as follows:

(a) Name of planning scheme                      Latrobe City Council

(b) Name of responsible authority              Latrobe City Council

- (c) Zoning of the land Neighbourhood Residential Zone (NRZ)  
(d) Name of planning overlay None. See attached.

#### 4. NOTICES

##### 4.1 Notice, Order, Declaration, Report or Recommendation

Particulars of any notice, order, declaration, report or recommendation of a public authority or government department or approved proposal directly and currently affecting the land, being a notice, order, declaration, report, recommendation or approved proposal of which the vendor might reasonably be expected to have knowledge:

Not Applicable

##### 4.2 Agricultural Chemicals

There are NO notices, property management plans, reports or orders in respect of the land issued by a government department or public authority in relation to livestock disease or contamination by agricultural chemicals affecting the ongoing use of the land for agricultural purposes. However, if this is not the case, the details of any such notices, property management plans, reports or orders, are as follows:

NIL
-----

##### 4.3 Compulsory Acquisition

The particulars of any notices of intention to acquire that have been served under section 6 of the *Land Acquisition and Compensation Act 1986* are as follows:

NIL
-----

#### 5. BUILDING PERMITS

Particulars of any building permit issued under the *Building Act 1993* in the preceding 7 years (required only where there is a residence on the land):

Not Applicable

#### 6. OWNERS CORPORATION

This section 6 only applies if the land is affected by an owners corporation within the meaning of the *Owners Corporations Act 2006*.

6.1  Attached is a current owners corporation certificate with its required accompanying documents and statements, issued in accordance with section 151 of the *Owners Corporations Act 2006*.

#### 7. GROWTH AREAS INFRASTRUCTURE CONTRIBUTION ("GAIC")

Words and expressions in this section 7 have the same meaning as in Part 9B of the *Planning and Environment Act 1987*.

Not Applicable

#### 8. SERVICES

The services which are marked with an 'X' in the accompanying square box are NOT connected to the land:

Electricity supply <input type="checkbox"/>	Gas supply <input type="checkbox"/>	Water supply <input type="checkbox"/>	Sewerage <input type="checkbox"/>	Telephone services <input checked="" type="checkbox"/>
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#### 9. TITLE

Attached are copies of the following documents:

9.1  (a) Registered Title

A Register Search Statement and the document, or part of a document, referred to as the 'diagram location' in that statement which identifies the land and its location.

9.2  Evidence of the vendor's right or power to sell (where the vendor is not the registered proprietor or the owner in fee simple).

#### 10. SUBDIVISION

##### 10.1 Unregistered Subdivision

This section 10.1 only applies if the land is subject to a subdivision which is not registered.

Not Applicable

#### 10.2 Staged Subdivision

This section 10.2 only applies if the land is part of a staged subdivision within the meaning of section 37 of the *Subdivision Act 1988*.

- (a) Attached is a copy of the plan for the first stage if the land is in the second or subsequent stage.
- (b) The requirements in a statement of compliance relating to the stage in which the land is included that have Not been complied With are As follows:

NIL

- (c) The proposals relating to subsequent stages that are known to the vendor are as follows:

NIL

- (d) The contents of any permit under the Planning and Environment Act 1987 authorising the staged subdivision are:

NIL

#### 10.3 Further Plan of Subdivision

This section 10.3 only applies if the land is subject to a subdivision in respect of which a further plan within the meaning of the *Subdivision Act 1988* is proposed.

Not Applicable

### 11. DISCLOSURE OF ENERGY INFORMATION

*(Disclosure of this information is not required under section 32 of the Sale of Land Act 1962 but may be included in this vendor statement for convenience.)*

Details of any energy efficiency information required to be disclosed regarding a disclosure affected building or disclosure area affected area of a building as defined by the *Building Energy Efficiency Disclosure Act 2010* (Cth)

- (a) to be a building or part of a building used or capable of being used as an office for administrative, clerical, professional or similar based activities including any support facilities; and
- (b) which has a net lettable area of at least 1000m<sup>2</sup>; (but does not include a building under a strata title system or if an occupancy permit was issued less than 2 years before the relevant date):

Not Applicable

### 12. DUE DILIGENCE CHECKLIST

*(The Sale of Land Act 1962 provides that the vendor or the vendor's licensed estate agent must make a prescribed due diligence checklist available to purchasers before offering land for sale that is vacant residential land or land on which there is a residence. The due diligence checklist is NOT required to be provided with, or attached to, this vendor statement but the checklist may be attached as a matter of convenience.)*

Is attached

### 13. ATTACHMENTS

*(Any certificates, documents and other attachments may be annexed to this section 13)*

*(Additional information may be added to this section 13 where there is insufficient space in any of the earlier sections)*

*(Attached is an "Additional Vendor Statement" if section 1.3 (Terms Contract) or section 1.4 (Sale Subject to Mortgage) applies)*

Gippsland Water rates notices Latrobe City Council rates notices
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# Due diligence checklist

## What you need to know before buying a residential property

Before you buy a home, you should be aware of a range of issues that may affect that property and impose restrictions or obligations on you, if you buy it. This checklist aims to help you identify whether any of these issues will affect you. The questions are a starting point only and you may need to seek professional advice to answer some of them. You can find links to organisations and web pages that can help you learn more, by visiting the [Due diligence checklist page on the Consumer Affairs Victoria website](#) ([consumer.vic.gov.au/duediligencechecklist](http://consumer.vic.gov.au/duediligencechecklist)).

## Urban living

### Moving to the inner city?

High density areas are attractive for their entertainment and service areas, but these activities create increased traffic as well as noise and odours from businesses and people. Familiarising yourself with the character of the area will give you a balanced understanding of what to expect.

### Is the property subject to an owners corporation?

If the property is part of a subdivision with common property such as driveways or grounds, it may be subject to an owners corporation. You may be required to pay fees and follow rules that restrict what you can do on your property, such as a ban on pet ownership.

## Growth areas

### Are you moving to a growth area?

You should investigate whether you will be required to pay a growth areas infrastructure contribution.

## Flood and fire risk

### Does this property experience flooding or bushfire?

Properties are sometimes subject to the risk of fire and flooding due to their location. You should properly investigate these risks and consider their implications for land management, buildings and insurance premiums.

## Rural properties

### Moving to the country?

If you are looking at property in a rural zone, consider:

- Is the surrounding land use compatible with your lifestyle expectations? Farming can create noise or odour that may be at odds with your expectations of a rural lifestyle.
- Are you considering removing native vegetation? There are regulations which affect your ability to remove native vegetation on private property.
- Do you understand your obligations to manage weeds and pest animals?

### Can you build new dwellings?

Does the property adjoin crown land, have a water frontage, contain a disused government road, or are there any crown licences associated with the land?

### Is there any earth resource activity such as mining in the area?

You may wish to find out more about exploration, mining and quarrying activity on or near the property and consider the issue of petroleum, geothermal and greenhouse gas sequestration permits, leases and licences, extractive industry authorisations and mineral licences.

## Soil and groundwater contamination

### Has previous land use affected the soil or groundwater?

You should consider whether past activities, including the use of adjacent land, may have caused contamination at the site and whether this may prevent you from doing certain things to or on the land in the future.

(04/10/2016)

## **Land boundaries**

### **Do you know the exact boundary of the property?**

You should compare the measurements shown on the title document with actual fences and buildings on the property, to make sure the boundaries match. If you have concerns about this, you can speak to your lawyer or conveyancer, or commission a site survey to establish property boundaries.

## **Planning controls**

### **Can you change how the property is used, or the buildings on it?**

All land is subject to a planning scheme, run by the local council. How the property is zoned and any overlays that may apply, will determine how the land can be used. This may restrict such things as whether you can build on vacant land or how you can alter or develop the land and its buildings over time.

The local council can give you advice about the planning scheme, as well as details of any other restrictions that may apply, such as design guidelines or bushfire safety design. There may also be restrictions – known as encumbrances – on the property's title, which prevent you from developing the property. You can find out about encumbrances by looking at the section 32 statement.

### **Are there any proposed or granted planning permits?**

The local council can advise you if there are any proposed or issued planning permits for any properties close by. Significant developments in your area may change the local 'character' (predominant style of the area) and may increase noise or traffic near the property.

## **Safety**

### **Is the building safe to live in?**

Building laws are in place to ensure building safety. Professional building inspections can help you assess the property for electrical safety, possible illegal building work, adequate pool or spa fencing and the presence of asbestos, termites, or other potential hazards.

## **Building permits**

### **Have any buildings or retaining walls on the property been altered, or do you plan to alter them?**

There are laws and regulations about how buildings and retaining walls are constructed, which you may wish to investigate to ensure any completed or proposed building work is approved. The local council may be able to give you information about any building permits issued for recent building works done to the property, and what you must do to plan new work. You can also commission a private building surveyor's assessment.

### **Are any recent building or renovation works covered by insurance?**

Ask the vendor if there is any owner-builder insurance or builder's warranty to cover defects in the work done to the property.

## **Utilities and essential services**

### **Does the property have working connections for water, sewerage, electricity, gas, telephone and internet?**

Unconnected services may not be available, or may incur a fee to connect. You may also need to choose from a range of suppliers for these services. This may be particularly important in rural areas where some services are not available.

## **Buyers' rights**

### **Do you know your rights when buying a property?**

The contract of sale and section 32 statement contain important information about the property, so you should request to see these and read them thoroughly. Many people engage a lawyer or conveyancer to help them understand the contracts and ensure the sale goes through correctly. If you intend to hire a professional, you should consider speaking to them before you commit to the sale. There are also important rules about the way private sales and auctions are conducted. These may include a cooling-off period and specific rights associated with 'off the plan' sales. The important thing to remember is that, as the buyer, you have rights.

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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 12141 FOLIO 580

Security no : 124108610740C  
Produced 25/08/2023 11:58 AM

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 804630J.  
PARENT TITLE Volume 07249 Folio 677  
Created by instrument PS804630J 13/08/2019

REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor  
MUSTIOLA CERAS AITCHISON of 15 CLIVEDEN COURT TEMPLESTOWE VIC 3106  
PS804630J 13/08/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AK413599U 21/06/2013  
AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS804630J FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

ADMINISTRATIVE NOTICES

NIL

eCT Control 16165A AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED  
Effective from 13/08/2019

OWNERS CORPORATIONS

The land in this folio is affected by

OWNERS CORPORATION 1 PLAN NO. PS804630J

DOCUMENT END



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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 12141 FOLIO 582

Security no : 124108610741A  
Produced 25/08/2023 11:58 AM

LAND DESCRIPTION

Lot 4 on Plan of Subdivision 804630J.  
PARENT TITLE Volume 07249 Folio 677  
Created by instrument PS804630J 13/08/2019

REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor  
MUSTIOLA CERAS AITCHISON of 15 CLIVEDEN COURT TEMPLESTOWE VIC 3106  
PS804630J 13/08/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AK413599U 21/06/2013  
AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

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DIAGRAM LOCATION

SEE PS804630J FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

ADMINISTRATIVE NOTICES

NIL

eCT Control 16165A AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED  
Effective from 13/08/2019

OWNERS CORPORATIONS

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 12141 FOLIO 581

Security no : 124108610739B  
Produced 25/08/2023 11:58 AM

LAND DESCRIPTION

Lot 3 on Plan of Subdivision 804630J.  
PARENT TITLE Volume 07249 Folio 677  
Created by instrument PS804630J 13/08/2019

REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor  
MUSTIOLA CERAS AITCHISON of 15 CLIVEDEN COURT TEMPLESTOWE VIC 3106  
PS804630J 13/08/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AK413599U 21/06/2013  
AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

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DIAGRAM LOCATION

SEE PS804630J FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

ADMINISTRATIVE NOTICES

NIL

eCT Control 16165A AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED  
Effective from 13/08/2019

OWNERS CORPORATIONS

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OWNERS CORPORATION 1 PLAN NO. PS804630J

DOCUMENT END

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 12141 FOLIO 579

Security no : 124108610476N  
Produced 25/08/2023 11:52 AM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 804630J.  
PARENT TITLE Volume 07249 Folio 677  
Created by instrument PS804630J 13/08/2019

REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor  
MUSTIOLA CERAS AITCHISON of 15 CLIVEDEN COURT TEMPLESTOWE VIC 3106  
PS804630J 13/08/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AK413599U 21/06/2013  
AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

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DIAGRAM LOCATION

SEE PS804630J FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

ADMINISTRATIVE NOTICES

NIL

eCT Control 16165A AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED  
Effective from 13/08/2019

OWNERS CORPORATIONS

The land in this folio is affected by

OWNERS CORPORATION 1 PLAN NO. PS804630J

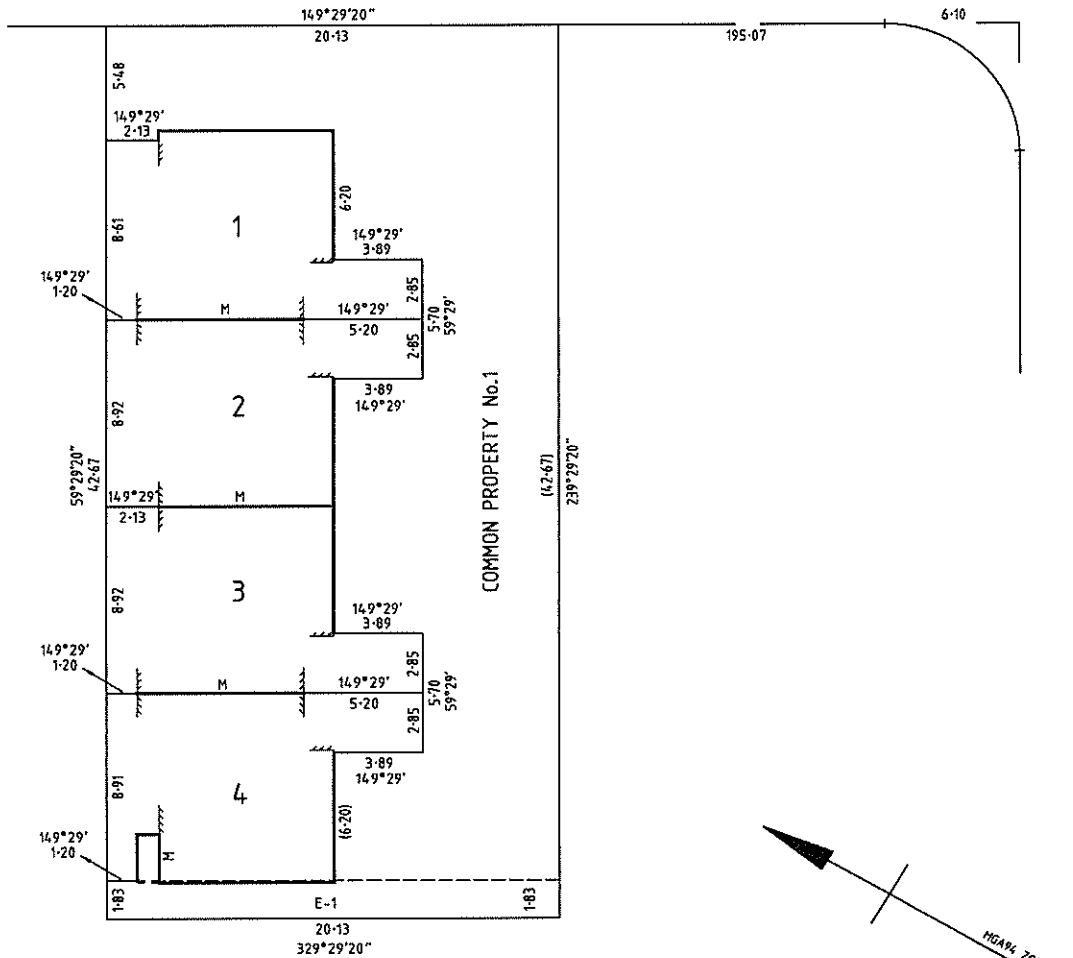
DOCUMENT END

PLAN OF SUBDIVISION		EDITION 1	PS804630J	
<b>LOCATION OF LAND</b> PARISH: <b>NARRACAN</b> CROWN ALLOTMENT: <b>5D (PART)</b> TITLE REFERENCE: <b>VOL.7249 FOL.677</b> LAST PLAN REFERENCE: <b>LOT 30 ON LP19000</b> POSTAL ADDRESS: <b>21 LEITH STREET                      NEWBOROUGH 3825</b> MGA CO-ORDINATES (at approx centre of land in plan) E: <b>438 290</b> ZONE: <b>55</b> N: <b>5773 430</b> GDA <b>94</b>		Council Name: Latrobe City Council Council Reference Number: 2016/66/CRT3 Planning Permit Reference: 2016/171 SPEAR Reference Number: S090780H <b>Certification</b> This plan is certified under section 11 (7) of the Subdivision Act 1988 Date of original certification under section 6: 01/12/2016 <b>Statement of Compliance</b> This is a statement of compliance issued under section 21 of the Subdivision Act 1988 Public Open Space A requirement for public open space under section 18 of the Subdivision Act 1988 has not been made. Digitally signed by: Catherine Bryant for Latrobe City Council on 05/06/2019		
<b>VESTING OF ROADS AND/OR RESERVES</b>		<b>NOTATIONS</b>		
IDENTIFIER	COUNCIL/BODY/PERSON	BOUNDARIES SHOWN BY THICK CONTINUOUS LINES ARE DEFINED BY BUILDINGS. LOCATION OF BOUNDARIES DEFINED BY BUILDINGS: Median: Boundaries marked "M". Exterior face: All other boundaries.		
NIL	NIL			
<b>NOTATIONS</b>		<b>LOTS ON THIS PLAN MAY BE AFFECTED BY ONE OR MORE OWNERS CORPORATIONS.</b> For details of Owners Corporation(s) including purpose, responsibility and entitlement and liability, see Owners Corporation search report, Owners Corporation rules and Owners Corporation additional information.		
DEPTH LIMITATION 15.24m APPLIES				
SURVEY: This plan is based on survey.				
STAGING This is not a staged subdivision. Planning Permit No. 2016/171 This survey has been connected to permanent marks No(s) 185 & 186 In Proclaimed Survey Area No ---				
<b>EASEMENT INFORMATION</b>				
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)				
Section 12(2) of the Subdivision Act 1988 applies to all of the land in the plan.				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	DRAINAGE & SEWERAGE	1.83	LP19000	LOTS ON LP19000
<b>Millar   Merrigan</b> Land Development Consultants Millar & Merrigan Pty Ltd. ACN 005 541 688 Melb 21128 Merrivale Drive, Clayton 3168 Regional 156 Commercial Road, Horsham 3800 Mail PO Box 247 Clayton, Victoria 3168		SURVEYOR'S REF: <b>20286S1</b> 14/5/2019 Digitally signed by: Bradley Terjesen, Licensed Surveyor. Surveyor's Plan Version (3) 05/06/2019. SPEAR Ref: S090780H		ORIGINAL SHEET SIZE: A3 SHEET 1 OF 2 PLAN REGISTERED TIME: 11.22am DATE: 13/08/2019 J.Beckingham Assistant Registrar of Titles

PS804630J

LEITH STREET

MURRAY ROAD



SCALE 1:200	2 0 4 8 LENGTHS ARE IN METRES
----------------	----------------------------------

**Miller | Merrigan**

SURVEYOR'S REF: 20286S1

ORIGINAL SHEET  
SIZE: A3

SHEET 2

M(03) 8720 6000 R (03) 5134 8811  
www.merrigan.com.au  
survey@merrigan.com.au  
SA 000001 Quality ISO 9000

Land Development Consultants  
Miller & Merrigan Pty Ltd ACN 625 541 866  
Melb: 27120 Murrumbidgee Drive, Croydon 3108  
Regional: 166 Commercial Road, Morwell 3610  
Mail: PO Box 247 Croydon, Victoria 3130

Digitally signed by: Bradley Terjesen, Licensed Surveyor,  
Surveyor's Plan Version (3),  
05/06/2019, SPEAR Ref: S090780H

Digitally signed by:  
Latrobe City Council,  
05/06/2019,  
SPEAR Ref: S090780H



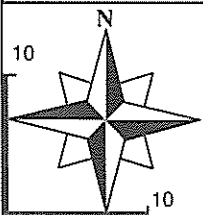
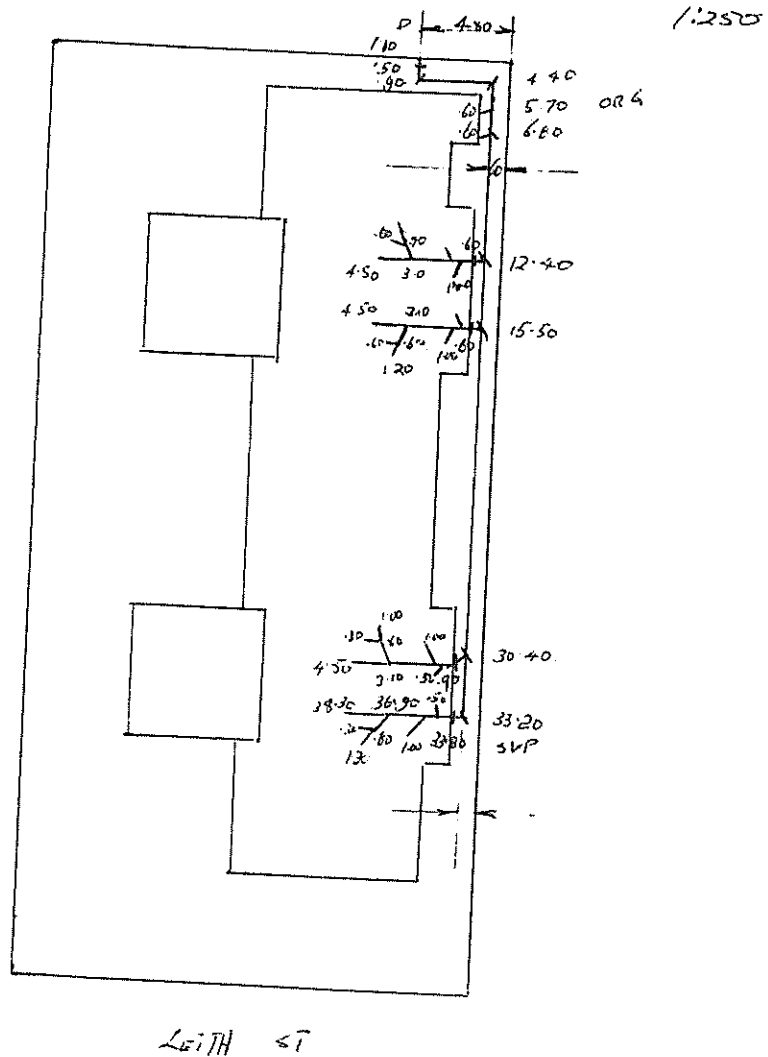


# PROPERTY SERVICES

**DRAINAGE PLAN NUMBER 240612**

ADDRESS: 21 LEITH ST NEWBOROUGH

Gippsland Water Limited does not guarantee and makes no representation or warranty as to the accuracy of this plan. The company accepts no liability for any loss, damage, or injury suffered by any person as a result of any inaccuracy in this plan.  
 (C) CENTRAL GIPPSLAND REGION WATER AUTHORITY A.C.N. 830 750 413



Date Issued:	07-09-23	POINT LOCATION DATA	
Last Finalised:	07-Sep-23	TIE	
Scale:	1:500 approx.	E.P.	
Issued To:		N.S.L.	
Store:		I.L.	
		DIA.	

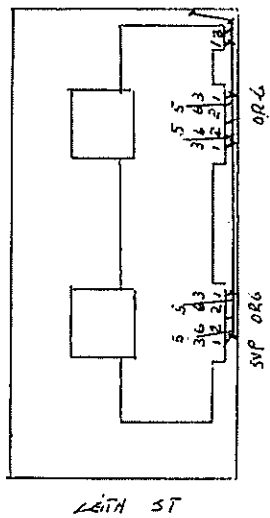


# PROPERTY SERVICES

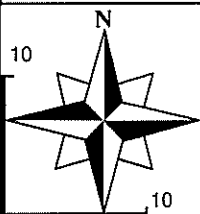
**DRAINAGE PLAN NUMBER 240612**

ADDRESS: 21 LEITH ST NEWBOROUGH

Gippsland Water Limited does not guarantee and makes no representation or warranty as to the accuracy of this plan. The company accepts no liability for any loss, damage, or injury suffered by any person as a result of any inaccuracy in this plan.  
 (C) CENTRAL GIPPSLAND REGION WATER AUTHORITY A.C.N. 830 750 413



Tie	3.46
Depth	0.76
<b>LEGEND</b>	
1 Closets	(S)
2 Baths	(B)
3 Basins	(F)
4 Sinks	(S)
0 Troughs	(T)



Date Issued:	07-09-23
Last Finalised:	07-Sep-23
Scale:	1:500 approx.
Issued To:	
Store:	

POINT LOCATION DATA	
TIE	
E.P.	
N.S.L.	
I.L.	
DIA.	

# Sample owners corporation certificate

Owners Corporation Act 2006 Section 151, Owners Corporations Regulations 2018 Regulation 16

Owners corporation number	118549806
Address	<b>Units 1-4, 21 Leith Street, Newborough VIC</b>
This certificate is issued for lot	<b>1</b> on plan of subdivision number <b>804630J</b>
Postal address	Units 1-4, 21 Leith Street, Newborough VIC 3825
Applicant for the certificate	JP Conveyancing Works
Address for delivery of certificate	PO Box 637, Moe VIC 3825
Date that the application was received	7 September, 2023

## Important:

The information in this certificate is issued on (insert date) 7 September 2023

You can inspect the owners corporations register for additional information and you should obtain a new certificate for current information prior to settlement.

1.	The current annual fees for the lot *per quarter or *annually (*strike out if not applicable) are:
	<i>\$752.16 annually</i>
2.	The date which the fees for the lot have been paid up to is:
	<i>6 September, 2024</i>
3.	The total of any unpaid fees or charges for the lot is:
	<i>\$752.16</i>
4.	The special fees or levies which have been struck, and the dates on which they were struck and are payable are:
	<i>N/A</i>

5.	Repairs, maintenance or other work which has been or is about to be performed, and which may incur additional charges not included in annual fees, maintenance fund or special fees as set out above:
	N/A
6.	The owners corporation has the following insurance cover: <ul style="list-style-type: none"> <li>• company name: AAMI Insurance</li> <li>• policy number: HSA142017906</li> <li>• type of policy: Strata Insurance</li> <li>• buildings covered: 21 Leith Street, Newborough</li> <li>• building amount: \$100,000.00</li> <li>• public liability amount: \$20,000,000</li> <li>• renewal date: 6 September, 2024</li> </ul>
7.	Has the owners corporation resolved that the members may arrange their own insurance under section 63 of the Act? If so, provide the date of that resolution:
	N/A
8.	The total funds held by the owners corporation: N/A
9.	Are there any liabilities of the owners corporation that are not covered by annual fees, special levies and repairs and maintenance as set out above? If so, provide details:
	N/A
10.	Are there any current contracts, leases, licences or agreements affecting the common property? If so, provide details:
	N/A
11.	Are there any current agreements to provide services to lot owners, occupiers or the public? If so, provide details:
	N/A
12.	Are there any notices or orders served on the owners corporation in the last 12 months that have not been satisfied? If so, provide details:
	N/A
13.	Are there any legal proceedings to which the owners corporation is a party and any circumstances of which the owners corporation is aware that are likely to give rise to proceedings? If so, provide details: N/A

14.	Has the owners corporation appointed or resolved to appoint a manager? If so, provide details:
	N/A
15.	Has an administrator been appointed for the owners corporation, or has there been a proposal for the appointment of an administrator? N/A
16.	A copy of the minutes of the most recent annual general meeting of the owners corporation. N/A
17.	Documents required to be attached to the owners corporation certificate are:
	• N/A
18.	Note: More information can be obtained by an inspection of the owners corporation register. Please make your request to inspect the owners corporation register in writing to: N/A

This owners corporation certificate was prepared by: **JP Conveyancing Works**

Postal address

PO Box 637, Moe VIC 3825

(signature)

(print name)

Mary Xuereb

(name of management company if relevant) as delegate of the owners corporation

**The common seal of owners corporation number**

was affixed in accordance with Section 20 of the *Owners Corporations Act 2006* and in the presence of:



Signature of lot owner

Name of lot owner (block letters)

Mustiola Ceras Aitchison

Lot number

Lots 1-4

Date

Signature of lot owner

*MC. Outeb*

Name of lot owner (block letters)

MUSTIOLA CERAS AITCHISON

Lot number

Date

10 SEPTEMBER 2023

## Certificate of Insurance

Date of Issue 6 September 2023

Policy Number HSA142017906

Page 1 of 2



Thank you for choosing AAMI Strata Insurance.

Please have a read through the Certificate of Insurance to check all your policy details are correct.

We do rely on you to honestly disclose all the correct details in regards to your policy. Also please read carefully the information about Your duty to us: no misrepresentation section at the end of your Certificate of Insurance.

If you'd like help with something, give us a call on 13 22 44.

Take care,  
The AAMI Team

### Insured Address

21 LEITH STREET,  
NEWBOROUGH VIC 3825

### The Insured

Strata Plan No 118549806

### Period of Insurance

6 September 2023 to 11:59pm 6 September 2024

### Policy Type

Strata Building

### Strata Cover

Building Sum Insured: \$100,000

Legal Liability: \$20 million

### Excess Details

You may be able to reduce your premium if you choose a higher Flexi-Premium excess.

Building Flexi-Premium <sup>®</sup> Excess:	\$500
Unoccupied Excess:	\$1,000
Water Damage Excess:	\$200
Theft or burglary by tenants or their guests excess:	\$500
Malicious acts or vandalism by tenants or their guests excess:	\$500

For complaints concerning AAMI products or services, you can phone us on 1300 240 437; write to us at: AAMI Customer Relations Team, PO Box 14180, Melbourne City Mail Centre VIC 8001; or email us on [idr@aami.com.au](mailto:idr@aami.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 AAMI (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.

AAI Limited ABN 48 005 297 807 trading as AAMI.



## The Building

You have told us the following about the building at the insured address:

Occupied As:	Owner/Tenanted
Dwelling Type:	Common Property & Liability only
Wall Construction:	Brick Veneer
Roof Construction:	Tile
Year Built:	Approx. 2005
Levels:	1
Lifts:	No
Balconies:	No
Pool/SPA:	No
Recreational Facilities:	No
Well maintained and in good condition:	Yes
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 creatures; no broken, missing glass or boarded-up windows. Refer to the PDS for further details.	
Under Renovation/Construction:	No
Used for Business:	No
Unoccupied:	No
Financed:	No
Up to 40% of units are used for Holiday /Weekend/Shared Schemes:	No

## Security Features

You have told us the following about the security at the building:

Smoke Detectors:	No
Restricted Access:	No

## Insurance History

You have told us that in the past three 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 had NO insurance claims for loss or damage relating to strata insurance (excluding any claims made on this policy).

## Your duty to us: no misrepresentation

Before you buy, make changes to or reinstate this consumer insurance contract we will ask you questions. Your answers will be used to decide if we can insure you and on what terms.

You have a duty to us under the Insurance Contracts Act to take reasonable care not to make a misrepresentation. To make sure that you meet this duty to us, it is important that you answer all questions truthfully and accurately.

If you give us information that is not true and accurate, we may be able to reduce or refuse to pay a claim or cancel your policy, or both.

If your failure is fraudulent, we may be able to refuse to pay a claim and treat the contract as if it never existed.

It is important that you check the information provided on your Certificate of Insurance. These details have been recorded based on the information you have given to us. If any details are incorrect or have changed, please contact us.

For complaints concerning AAMI products or services, you can phone us on 1300 240 437; write to us at: AAMI Customer Relations Team, PO Box 14180, Melbourne City Mail Centre VIC 8001; or email us on [idr@aami.com.au](mailto:idr@aami.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 AAMI (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.

AAI Limited ABN 48 005 297 807 trading as AAMI.







# Insurance Account

STRATA PLAN NO 118549806  
15 CLIVEDEN CT  
TEMPLESTOWE VIC 3106

Date of Issue 6 September 2023  
Policy Number HSA142017906  
Period of Insurance 6 September 2023 to 11:59pm 6 September 2024  
Instalment Amount \$62.68  
First Debit Date 6 September 2023  
Subsequent Debit Date On or around the 6th of each month

Note: Paying annually is cheaper



Dear Policy Holder,

Thank you for choosing AAMI Strata Insurance.

Please find enclosed your Certificate of Insurance, a copy of our Product Disclosure Statement (PDS) and Supplementary Product Disclosure Statements (SPDS) (if any). These documents form part of your contract of insurance with us and should be read carefully to understand what your policy covers including the conditions, limits and exclusions that apply.

Your Certificate of Insurance is a record of the information you provided us during your application. Please review this information and the Your duty to us: no misrepresentation section at the end of your Certificate of Insurance carefully. If any details shown are incorrect or there is other information you need to tell us, please call 13 22 44.

Take care,

The AAMI Team

### Insured Address

21 LEITH STREET, NEWBOROUGH VIC 3825

### Policy Type

Strata Building

Building Base Premium	\$621.62
Stamp Duty	\$68.38
GST	\$62.16
<b>Total Amount Payable for Building</b>	<b>\$752.16</b>

## Direct Debit Confirmation Certificate

Instalment payments that have a debit due date within 14 days of the policy expiry date will result in the premium being debited by 11 instalments rather than 12. This will not impact your total amount payable.

This confirms your direct debit details based on the information you have previously provided to us. If any of the following information is incorrect please call 13 22 44. (Deductions will continue to be made in accordance with the details shown, subject to the terms of the Direct Debit Service Agreement.)

You have authorised AAMI, User ID Number 452599, to debit the amounts stated and all amounts payable to AAMI in relation to your above policy, and subsequent renewals to the account stated.

Once payment is made this document is a Tax Invoice, enabling you to claim input tax credits if applicable to your business.

### Payment Details

Financial Institution: ANZ BANK - VIC  
BSB: XXXXXX  
Account Number: XXXXX8078  
Account Name: Musiola Aitchison

**First Instalment Date:** 6 September 2023  
**Subsequent Instalment Date:** On or around the 6th of each month  
**Instalment Amount:** \$62.68

## Here's how we look after you

### We give you value

#### Flood, storm and lightening cover

With AAMI Strata insurance your building is covered in the event of a flood or storm. This includes any loss or damage caused by strong winds, rain, hail, snow and dust – as well as damage from a power surge caused by lightning.

#### AAMI Flexi-Premiums®

With AAMI Flexi-Premiums® you have the option to vary your excess, so you can choose how much you pay. By choosing a higher excess you'll be able to lower your insurance premium.

#### Legal liability

We cover up to \$20 million for your legal liability to pay compensation for death, illness, or bodily injury that happens at the insured address.

#### Flexible payment options

Choose to pay your premium annually or monthly (annually is cheaper) – whichever is more convenient for you.

### We give you peace of mind

#### Lifetime repair guarantee

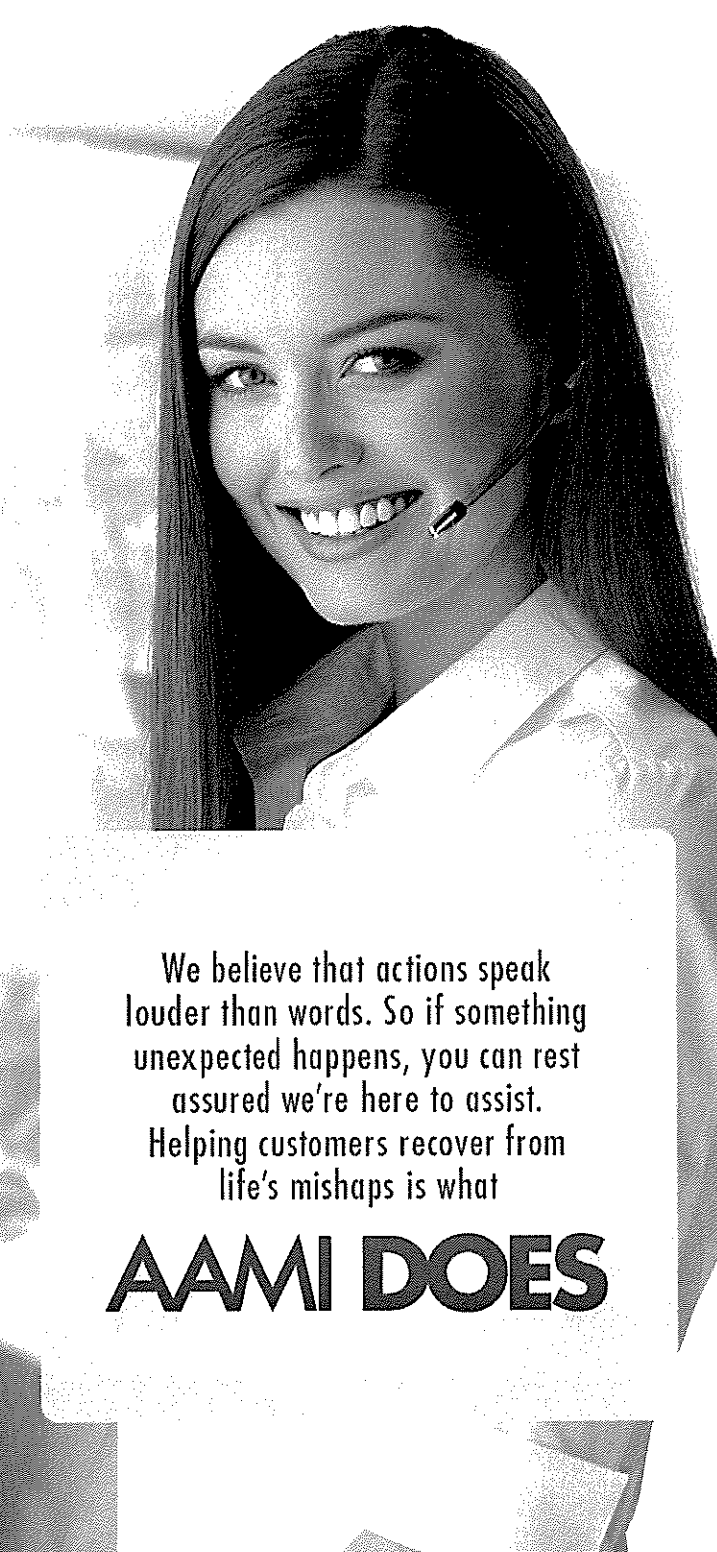
The quality of workmanship of the work arranged by AAMI in the repair of your home is guaranteed for the life of the building.

#### Loss of rent

If a tenanted unit in your building cannot be lived in due to an insured incident, we will pay the unit owner up to 52 weeks rent.

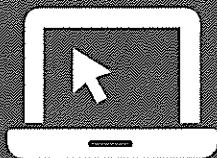
#### Temporary Accommodation

If an owner occupied unit can't be lived in because of an insured incident, we'll pay for the unit owner's temporary accommodation for up to 52 weeks.



We believe that actions speak louder than words. So if something unexpected happens, you can rest assured we're here to assist. Helping customers recover from life's mishaps is what

## AAMI DOES



Did you know that you can manage your AAMI policies online?  
Simply visit [aami.com.au/login](http://aami.com.au/login) to view, update your policy and make payments.

## Certificate of Currency

Date of Issue 6 September 2023  
Policy Number HSA142017906  
Page 1 of 1

STRATA PLAN NO 118549806  
15 CLIVEDEN CT  
TEMPLESTOWE VIC 3106



Dear Policy Holder,

Please find below the Certificate of Currency details of your Strata Insurance Policy.

If you'd like help with something, give us a call on 13 22 44.

Take care,  
The AAMI Team

### Insured

Strata Plan No 118549806

### Insured Address

21 LEITH STREET  
NEWBOROUGH VIC 3825

### Policy Number

HSA142017906

### Period of Insurance

6 September 2023 to 11:59pm 6 September 2024

### Policy Type

Strata Building

### Building Description

It is a brick veneer common property and liability only with tiled roof originally built in approx. 2005.

### Financial Interest

Not listed

### Sum Insured

\$100,000

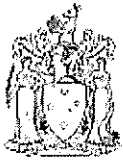
### Legal Liability

\$20 million

This Certificate certifies that as at the date of issue the stated policy is current for the period of insurance noted above. The issue of this Certificate imparts no obligation on the insurer to notify any party relying on it should the policy later be cancelled or altered for any reason. Full details of the insurance provided (including excesses and sub-limits) are set out in the Certificate of Insurance and Product Disclosure Statement (PDS) and any Supplementary PDS.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage provided by the policy. AAI Limited ABN 48 005 297 807 trading as AAMI.





# Department of Environment, Land, Water & Planning

## Owners Corporation Search Report

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Produced: 25/08/2023 11:53:16 AM

**OWNERS CORPORATION 1**  
**PLAN NO. PS804630J**

The land in PS804630J is affected by 1 Owners Corporation(s)

**Land Affected by Owners Corporation:**  
Common Property 1, Lots 1 - 4.

**Limitations on Owners Corporation:**  
Unlimited

**Postal Address for Services of Notices:**  
15 CLIVEDEN COURT TEMPLESTOWE VIC 3106  
  
OC044719A 13/08/2019

**Owners Corporation Manager:**  
NIL

**Rules:**  
Model Rules apply unless a matter is provided for in Owners Corporation Rules. See Section 139(3) Owners Corporation Act 2006

**Owners Corporation Rules:**  
NIL

**Additional Owners Corporation Information:**  
OC044719A 13/08/2019

**Notations:**  
NIL

**Entitlement and Liability:**  
NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Common Property 1	0	0
Lot 1	25	25
Lot 2	25	25
Lot 3	25	25
Lot 4	25	25
<b>Total</b>	<b>100.00</b>	<b>100.00</b>



# Department of Environment, Land, Water & Planning

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## Owners Corporation Search Report

Produced: 25/08/2023 11:53:16 AM

OWNERS CORPORATION 1  
PLAN NO. PS804630J

From 31 December 2007 every Body Corporate is deemed to be an Owners Corporation. Any reference to a Body Corporate in any Plan, Instrument or Folio is to be read as a reference to an Owners Corporation.

Statement End.

**Residential Rental Agreement****no more than 5 years***Residential Tenancies Act 1997 (Section 26(1))**Residential Tenancies Regulations 2021 (Regulation 10(1))***Nutrien  
Harcourts**

- This is your residential rental agreement. It is a binding contract under the *Residential Tenancies Act 1997* (the Act).
- Parts A, B, C and E are the terms of your agreement. Part D is a summary of your rights and obligations.
- Do not sign this agreement if there is anything in it that you do not understand.
- Please refer to [Renters Guide](#) for details about your rights and responsibility.
- For further information, visit the renting section of the Consumer Affairs Victoria (CAV) website at [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call 1300 558 181.

**PART A – BASIC TERMS**

This agreement is between the residential rental provider (rental provider) and the renter(s) listed on this form.

**1. Date of agreement**

This is the date the agreement is signed: 15 / 07 / 2022

If the agreement is signed by the parties on different days, the date of the agreement is the date the last person signs the agreement.

**2. Premises let by the rental provider**

Address of premises

Street: 1/21 Leith Street  
 Suburb: Newborough State: VIC Postcode: 3825

**3. Rental provider's details**

Full name or Company name: Mustiola Aitchison

ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
 State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name or Company name: \_\_\_\_\_

ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
 State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Rental provider's agent's details**

Full name: BRDLP Pty Ltd

Trading name: BRDLP Pty Ltd as agents for Nutrien Harcourts

Address: 35 Albert Street  
MOE State: VIC Postcode: 3825

Phone number: 5127 7777 ABN/ACN (if applicable): 26434534356

Email address: dylan.quine@nutrien.com.au

**Note:** The rental provider must notify the renter within 7 days if any of this information changes.

**4. Renter details**

Each renter that is a party to the agreement must provide their details here.

Full name of renter 1: Suzanne O'Farrell

Current address: 1/21 Leith Street

Newborough

State: VIC

Postcode: 3825

Phone number: \*\*\*\*\*

ABN/ACN: \_\_\_\_\_

Email: vicsuzie245@gmail.com

Full name of renter 2: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Full name of renter 3: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Full name of renter 4: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

**Note:** If there are more than four renters, include details on an extra page.

**5. Length of the agreement**

Fixed term agreement

Start date: \_\_\_\_\_

(this is the date the agreement starts and you may move in)

End date: \_\_\_\_\_

Periodic agreement (monthly)

Start date: 15 / 07 / 2022

**Note:** A periodic (e.g. month by month) rental agreement will be formed at the end of the fixed term agreement if the renter and rental provider do not sign a new fixed term agreement and the renter stays in the property.

**6. Rent**

Rent amount (\$) (payable in advance) \$160.00

To be paid per

week

fortnight

calendar month

Day rent is to be paid

Sunday

(e.g. each Thursday or the 11th of each month)

Date first rent payment due: \_\_\_\_\_

**7. Bond**

- The renter has been asked to pay the bond specified below.
- The maximum bond is 1 months' rent (unless the rent is more than \$900 per week). In some cases, the rental provider may ask the Victorian Civil and Administrative Tribunal (VCAT) to increase this limit.
- The rental provider or their agent must lodge the bond with the Residential Tenancies Bond Authority (RTBA) within 10 business days after receiving payment. The RTBA will send the renter a receipt for the bond.
- If the renter does not receive a receipt within 15 business days of paying the bond, they can email the RTBA at [rtba@justice.vic.gov.au](mailto:rtba@justice.vic.gov.au), or call the RTBA at 1300 13 71 64.

Bond amount (\$): \$608.00

Date bond payment due: (PAID)

**PART B – STANDARD TERMS****8. Rental provider's preferred methods of rent payment**

- The rental provider must permit a fee-free method (other than the renter's own bank fees) payment and must allow the renter to use Centrepay or another form of electronic funds transfer.
- The renter is entitled to receive a receipt from the rental provider confirming payment of rent.

(Rental provider to tick available methods of rent payment)

 direct deposit     bank deposit     cash     cheque or money order

 other electronic form of payment, including Centrepay Centrepay: 555 136 760 B

Payment details:

BSB no. 633 000    Account no. 184 767 069Account name    BRDLP Trust AccountPayment reference    1003**9. Service of notices and other documents by electronic methods**

- Electronic service of documents must be in accordance with the requirements of the *Electronic Transactions (Victoria) Act 2000*.
- Just because someone responds to an email or other electronic communications does not mean they have consented to the service of notices and other documents by electronic methods.
- The renter and rental provider must notify the other party in writing if they no longer wish to receive notices or other documents by electronic methods.
- The renter and rental provider must immediately notify the other party in writing if their contact details change.

**9.1** Does the rental provider agree to the service of notices and other documents by electronic methods, such as email?

The rental provider must complete this section before giving the agreement to the renter.

(Rental provider to tick as appropriate)

Rental provider 1:     yes     noRental provider 2:     yes     no**9.2** Does the renter agree to the service of notices and other documents by electronic methods such as email?

(Renter to tick as appropriate)

Renter 1:     yes     noRenter 2:     yes     noRenter 3:     yes     noRenter 4:     yes     no

(The option to consent should be provided to each renter who is party to the agreement)

**10. Urgent repairs**

- The rental provider must ensure that the rental property is provided and maintained in good repair.
- If there is a need for an urgent repair, the renter should notify the rental provider in writing.
- For further information on seeking repairs see **Part D** below.

Details of person the renter should contact for an urgent repair (rental provider to insert details).

Emergency contact name    Rebecca RobinsonEmergency contact phone number    0447 049 555Emergency contact email address    rebecca.robinson@nutrien.com.au



### 11. Professional cleaning

The rental provider must not require the renter to arrange professional cleaning or cleaning to a professional standard at the end of the tenancy, unless:

- professional cleaning or cleaning to a professional standard was carried out to the rented premises immediately before the start of the tenancy and the renter was advised that professional cleaning or cleaning to a professional standard had been carried out to those premises immediately before the start of the tenancy; or
- professional cleaning or cleaning to a professional standard is required to restore the rented premises to the same condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

The renter must have all or part of the rented premises professionally cleaned, or pay the cost of having all or part of the rented premises professional cleaned, if professional cleaning becomes required to restore the premises to the condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

### 12. Owners corporation (formerly body corporate)

Do owners corporation rules apply to the premises? (Rental provider to tick as appropriate)

no       yes

If yes, the rental provider must attach a copy of the rules to this agreement.

### 13. Condition report

The renter must be given two copies of the condition report (or one emailed copy) on or before the date the renter moves into the rented premises.

(Rental provider to tick as appropriate)

The condition report has been provided.

The condition report will be provided to the renter on or before the date the agreement starts.

## PART C – SAFETY-RELATED ACTIVITIES

### 14. Electrical safety checks

- The rental provider must ensure an electrical safety check is conducted every two years by a licensed or registered electrician of all electrical installations, appliances and fittings provided by a rental provider in the rented premises, and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- If an electrical safety check of the rented premises has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange an electrical safety check as soon as practicable.

### 15. Gas safety activities

This safety-related activity only applies if the rented premises contains any appliances, fixtures or fittings which use or supply gas.

(a) The rental provider must ensure a gas safety check is conducted every two years by a licensed or registered gasfitter of all gas installations and fittings in the rented premises and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.

(b) If a gas safety check has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange a gas safety check as soon as practicable.

### 16. Smoke alarm safety activities

(a) The rental provider must ensure that:

- (i) any smoke alarm is correctly installed and in working condition; and
- (ii) any smoke alarm is tested according to the manufacturer's instructions at least once every 12 months; and
- (iii) the batteries in each smoke alarm are replaced as required.

(b) The rental provider must immediately arrange for a smoke alarm to be repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.

**Note:** Repair or replacement of a hard-wired smoke alarm must be undertaken by a suitably qualified person.

- (c) The rental provider, on or before the commencement of the agreement, must provide the renter with the following information in writing:
  - (i) Information about how each smoke alarm in the rented premises operates;
  - (ii) Information about how to test each smoke alarm in the rented premises;
  - (iii) Information on the renter's obligations to not tamper with any smoke alarms and to report if a smoke alarm in the rented premises is not in working order.
- (d) The renter must give written notice to the rental provider as soon as practicable after becoming aware that a smoke alarm in the rented premises is not in working order.

**Note:** Regulations made under the *Building Act 1993* require smoke alarms to be installed in all residential buildings.

#### 17. Swimming pool barrier safety activities

These safety-related activities only apply if the rented premises contains a swimming pool.

- (a) The rental provider must ensure that the swimming pool barrier is maintained in good repair.
- (b) The renter must give written notice to the rental provider as soon as practicable after becoming aware that the swimming pool barrier is not in working order.
- (c) The rental provider must arrange for a swimming pool barrier to be immediately repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.
- (d) The rental provider must provide the renter with a copy of the most recent certificate of swimming pool barrier compliance issued under the *Building Act 1993* on the request of the renter.

#### 18. Relocatable swimming pool safety activities

These safety-related activities only apply if a relocatable swimming pool is erected, or is intended to be erected, at the rented premises.

- (a) The renter must not erect a relocatable swimming pool without giving written notice to the rental provider before erecting the pool.
- (b) The renter must obtain any necessary approvals before erecting a relocatable swimming pool.

**Note:** Regulations made under *Building Act 1993* apply to any person erecting a relocatable swimming pool.  
This safety-related activity only applies to swimming pools or spas that hold water deeper than 300 mm.

#### ~~19. Bushfire prone area activities~~

This safety-related activity only applies if the rented premises is in a bushfire prone area and is required to have a water tank for bushfire safety.

- (a) If the rented premises is in a designated bushfire prone area under section 192A of the *Building Act 1993* and a water tank is required for firefighting purposes, the rental provider must ensure the water tank and any connected infrastructure is maintained in good repair as required.
- (b) The water tank must be full and clean at the commencement of the agreement.

## PART D – RIGHTS AND OBLIGATIONS

This is a summary of selected rights and obligations of renters and rental providers under the *Residential Tenancies Act 1997* (the Act). Any reference to VCAT refers to the Victorian Civil and Administrative Tribunal.

For more information, visit [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting).

### Use of the premises

The renter:

- is entitled to quiet enjoyment of the premises. The rental provider may only enter the premises in accordance with the Act.
- must not use the premises for illegal purposes.
- must not cause a nuisance or interfere with the reasonable peace, comfort or privacy of neighbours.
- must avoid damaging the premises and common areas. Common areas include hallways, driveways, gardens and stairwells. Where damage occurs, the renter must notify the rental provider in writing.
- must keep the premises reasonably clean.

### Condition of the premises

The rental provider:

- must ensure that the premises comply with the rental minimum standards, and is vacant and reasonably clean when the renter moves in.
- must maintain the premises in good repair and in a fit condition for occupation.
- agrees to do all the safety-related maintenance and repair activities set out in Part C of the Agreement.

The renter:

- must follow all safety-related activities set out in Part C of the agreement and not remove, deactivate or otherwise interfere with the operation of prescribed safety devices on the premises.

### Modifications

The renter:

- may make some modifications without seeking the rental provider's consent. These modifications are listed on the Consumer Affairs Victoria website.
- must seek the rental provider's consent before installing any other fixtures or additions.
- may apply to VCAT if they believe that the rental provider has unreasonably refused consent for a modification mentioned in the Act.
- at the end of the agreement, must restore the premises to the condition it was in before they moved in (excluding fair wear and tear). This includes removing all modifications, unless the parties agree they do not need to be removed.

The rental provider:

- must not unreasonably refuse consent for certain modifications.

A list of the modifications that the rental provider cannot unreasonably refuse consent for is available on the Consumer Affairs Victoria website [consumer.vic.gov.au/renting](http://consumer.vic.gov.au/renting).

### Locks

- The rental provider must ensure the premises:
  - has locks to secure all windows capable of having a lock; and
  - has deadlocks (a deadlock is a deadlatch with at least one cylinder) for external doors that are able to be secured with a functioning deadlock; and
  - meets the rental minimum standards for locks and window locks.
- External doors which are not able to be secured with a functioning deadlock must at least be fitted with a locking device that:
  - is operated by a key from the outside; and
  - may be unlocked from the inside with or without a key.
- The renter must obtain consent from the rental provider to change a lock in the master key system.
- The rental provider must not unreasonably refuse consent for a renter seeking to change a lock in the master key system.
- The rental provider must not give a key to a person excluded from the premises under a:
  - a family violence intervention order; or
  - a family violence safety notice; or
  - a recognised non-local DVO; or
  - a personal safety intervention order.

### Repairs

- Only a suitably qualified person may do repairs – both urgent and non-urgent.

#### Urgent Repairs

Section 3(1) of the Act defines **urgent repairs**. Refer to the Consumer Affairs Victoria website for the full list of urgent repairs and for more information, visit [consumer.vic.gov.au/urgentrepairs](http://consumer.vic.gov.au/urgentrepairs).

Urgent repairs include failure or breakdown of any essential service or appliance provided for hot water, cooking, heating or laundering supplied by the rental provider.

The rental provider must carry out urgent repairs after being notified.

A renter may arrange for urgent repairs to be done if the renter has taken reasonable steps to arrange for the rental provider to immediately do the repairs and the rental provider has not carried out the repairs.

If the renter has arranged for urgent repairs, the renter may be reimbursed directly by the rental provider for the reasonable cost of repairs up to \$2500.

The renter may apply to VCAT for an order requiring the rental provider to carry out urgent repairs if:

- the renter cannot meet the cost of the repairs; or
- the cost of repairs is more than \$2500; or
- the rental provider refuses to pay the cost of repairs if it is carried out by the renter.

#### Non-urgent repairs

- The renter must notify the rental provider, in writing, as soon as practicable of:
  - damage to the premises.
  - a breakdown of facilities, fixtures, furniture or equipment supplied by the rental provider.
- The rental provider must carry out non-urgent repairs in a reasonable time.
- The renter may apply to VCAT for an order requiring the rental provider to do the repairs if the rental provider has not carried out the repairs within **14 days** of receiving notice of the need for repair.

#### Assignment or sub-letting

The renter:

- must not assign (transfer to another person) or sub-let the whole or any part of the premises without the written consent of the rental provider.

The rental provider may give the renter notice to vacate if the renter assigns or sub-lets the premises without consent.

The rental provider:

- cannot unreasonably withhold consent to assign or sub-let the premises; and
- must not demand or receive a fee or payment for consent, other than any reasonable expenses incurred by the assignment.

#### Rent

- The rental provider must give the renter at least 60 days' written notice of a proposed rent increase.
- The rent cannot be increased more than once every 12 months.
- If the rental provider or agent does not provide a receipt for rent, the renter may request a receipt.
- The rental provider must not increase the rent under a fixed term agreement unless the agreement provides for an increase.

### PART E - ADDITIONAL TERMS

#### 21. Further Details (if any)

List any additional terms to this agreement. The terms listed must not exclude, restrict or modify any of the rights and duties included in the Act.

Additional terms must also comply with the Australian Consumer Law (Victoria). For example, they cannot be unfair terms, which will have no effect. Contact Consumer Affairs Victoria on 1300 55 81 81 for further information or visit [unfair contract terms](#) at the Consumer Affairs Victoria website.

**Note:** If you need extra space, attach a separate sheet. Both the rental provider and renter should sign and date all attachments.

#### Access and entry

- The rental provider may enter the premises:
  - at any time, if the renter has agreed within the last 7 days.
  - to do an inspection, but not more than once every 6 months.
  - to comply with the rental provider's duties under the Act.
  - to show the premises or conduct an open inspection to sell, rent or value the premises.
  - to take images or video for advertising a property that is for sale or rent.
  - if they believe the renter has failed to follow their duties under the Act.
  - to do a pre-termination inspection where the renter has applied to have the agreement terminated because of family violence or personal violence.
- The renter must allow entry to the premises where the rental provider has followed proper procedure.
- The renter is entitled to a set amount of compensation for each sales inspection.

#### Pets

- The renter must seek consent from the rental provider before keeping a pet on the premises.
- The rental provider must not unreasonably refuse a request to keep a pet.

**Additional General Terms****21.1 Residential Tenancies Act 1997**

- (a) All provisions of this agreement are subject to the *Residential Tenancies Act 1997* (Victoria) ('Act').
- (b) If there is any inconsistency between a provision of this agreement and the Act, unless the Act permits otherwise, the Act will prevail.

**21.2 Renter's obligations**

The renter must not:

- (a) use the premises for any other use than its place of residence;
- (b) permit, cause or use the premises for any illegal or unauthorised purpose;
- (c) damage the premises or permit or allow any of its invitees to damage the premises;
- (d) make any modifications or alterations to the premises without the rental provider's written consent unless the modification or alterations are prescribed under the act. The rental provider must comply with the Act in granting or refusing its consent.
- (e) use any of the rental provider's fixtures or fittings for any other use than the intended use;
- (f) cause or permit any interference, nuisance or an invasion of peace or privacy to any neighbouring premises;
- (g) park any vehicles, motorcycles, bicycles or scooters inside the premises and only park such vehicles in an area agreed to by the rental provider;
- (h) use any machinery or equipment owned by the rental provider and left on the premises other than in accordance with the rental provider's or manufacturer's instructions;
- (i) permit any other person than the persons agreed by the rental provider to remain on the premises for more than 14 days;
- (j) smoke or permit any invitee to smoke within the premises;
- (k) without the consent of the rental provider:
  - (i) affix any satellite dishes, television cables or antennas to the premises;
  - (ii) install any air-conditioning units on the premises; or
  - (iii) alter, replace or remove any locks and security devices to the premises other than on the letterbox, and the rental provider must comply with the Act in granting or refusing its consent and it may provide as a condition of consent and that the renter returns the premises to its original condition at the end of the tenancy or that any modification be completed by a suitably qualified person or that the renter pay an additional amount of bond.

**21.3 Maintenance and repairs**

- (a) The renter must:
  - (i) keep the premises in good condition and repair (subject to reasonable wear and tear);
  - (ii) replace at its cost all blown or damaged light bulbs and fluorescence tubes throughout the tenancy and ensure that all lighting is in a working condition at the end of the tenancy;
  - (iii) make good any damage to the premises caused by the renter or its invitees;
  - (iv) keep the premises clear of any rubbish;
  - (v) dispose of rubbish in accordance with council rules/guidelines and use the appropriate bins provided by or recommended by council;
  - (vi) regularly maintain the gardens (including but not limited to mowing lawns, removing weeds and watering plants, shrubs, trees and flowers) to the same standard as at the commencement of this agreement; and
  - (vii) keep all drains cleared of any blockages and not do anything which may damage any plumbing or block any drains.

**21.4 Owners Corporation**

- (a) If the *Owners Corporation Act 2006* (Victoria) applies to this agreement the rental provider must give the renter a copy of the rules of the owners corporation at the commencement of the tenancy.
- (b) The renter must comply with the rules of the owners corporation at all times during the tenancy.

**Additional General Terms****21.5 End of occupancy**

At the expiration or earlier determination of this agreement, the renter must:

- (a) deliver vacant possession of the premises to the rental provider;
- (b) deliver to the rental provider or its agent all keys and security devices;
- (c) leave the premises in the same conditions (fair wear and tear excepted) as set out in the condition report; and
- (d) remove all of the renter's premises and belongings (including fixtures and modifications where required) from the premises and rectify any damage (at the renter's cost) caused by such removal.

**21.6 Insurance**

- (a) In relation to insurance policies taken out by the rental provider in respect of the Premises, the renter must not do any act or omission which would make an insurance policy invalid.
- (b) The renter acknowledges that it will be responsible to insure its contents (at its own cost).

**21.7 Release**

- (a) The renter releases the rental provider from any claims, losses, liabilities and/or expenses ('Loss') the renter suffers in connection with the premises or arising out of this agreement, unless such Loss is caused by the rental provider or its agent or someone acting on their behalf.
- (b) The release provided by the renter survives the expiration or termination of this agreement.

**21.8 Privacy**

- (a) As part of the rental provider leasing the premises to the renter, the renter will be required to give the rental provider or its agent Personal Information (as defined in the *Privacy Act 1998* (Cth)).
- (b) Subject to the *Privacy Act 1998* (Cth), the renter consents to providing such information and permits the rental provider and/or its agent to disclose the information to third parties.
- (c) If the rental provider or its agent is required to maintain a privacy policy in accordance with the *Privacy Act 1998* (Cth), upon request from the renter, the rental provider or its agent must provide the renter with a copy of its privacy policy.

**21.9 Counterparts and Execution**

- (a) This agreement may be executed in any number of counterparts. All counterparts together will be taken to constitute one instrument of the relevant document.
- (b) A copy of an original executed counterpart sent by facsimile machine, email or link emailed:
  - (i) must be treated as an original counterpart;
  - (ii) is sufficient evidence of the execution of the original; and
  - (iii) may be produced in evidence for all purposes in place of the original.
- (c) Each party consents to this agreement being signed by any other party in accordance with an electronic communication method and being given or produced by electronic communication, including by link emailed to a party to download an electronic copy.
- (d) Without limiting **clause 39(c)**, the parties acknowledge and agree that electronic signatures will constitute a signature and have the same quality of integrity as a written signature including if the signature is:
  - (i) computer generated;
  - (ii) by computer pen;
  - (iii) by a typed mark or name; or
  - (iv) physically signed on paper and scanned electronically.
- (e) The parties to this agreement agree that, despite any other clause of this agreement and despite custom, practice or code otherwise followed in respect of similar documents to this agreement, if executed electronically this agreement:
  - (i) is made on its execution by all parties to it (including electronic signature);
  - (ii) need not be executed and exchanged in counterparts; and
  - (iii) constitutes an original document in an electronic format.

**Additional General Terms**



**21.10 Additional Terms**

A large, empty rectangular box with a thin black border, intended for additional terms and conditions. The box is currently blank.

**22. Signatures**

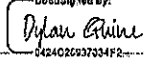
This agreement is made under the *Residential Tenancies Act 1997*.

Before signing you must read **Part D-Rights and Obligations** in this form which outlines your rights and obligations.

**Rental provider**

Signature of rental provider 1

Signature of rental provider 2

DocuSigned by:  
  
542402c37334f2

\_\_\_\_\_

Dated 15/7/2022

Dated \_\_\_\_\_

**Renter**

All renters listed must sign this residential rental agreement.

Signature of renter 1

Signature of renter 2

DocuSigned by:  
  
3E4E04F7028C412

\_\_\_\_\_

Dated 14/7/2022

Dated \_\_\_\_\_

Signature of renter 3

Signature of renter 4

\_\_\_\_\_

\_\_\_\_\_

Dated \_\_\_\_\_

Dated \_\_\_\_\_

**Note:** Each renter who is a party to the agreement must sign and date here. If there are more than 4 renters, include details on an extra page.



**Certificate Of Completion**

Envelope Id: 5E409EA89D714253A597267C7EE5892F  
 Subject: Sign Request  
 Source Envelope:  
 Document Pages: 11  
 Certificate Pages: 5  
 AutoNav: Enabled  
 Envelope Stamping: Enabled  
 Time Zone: (UTC+10:00) Canberra, Melbourne, Sydney

Status: Completed

Envelope Originator:  
 Concierge  
 concierge@formslive.com.au  
 IP Address: 3.25.60.134

**Record Tracking**

Status: Original  
 15/7/2022 | 09:29

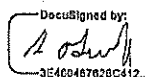
Holder: Concierge  
 concierge@formslive.com.au

Location: DocuSign

**Signer Events**

Suzanne O'Farrell  
 vlcsuzie245@gmail.com  
 Security Level: Email, Account Authentication  
 (None)

**Signature**



Signature Adoption: Drawn on Device  
 Using IP Address: 1.145.160.135  
 Signed using mobile

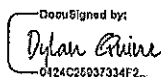
**Timestamp**

Sent: 15/7/2022 | 09:29  
 Viewed: 15/7/2022 | 09:33  
 Signed: 15/7/2022 | 09:39

**Electronic Record and Signature Disclosure:**

Accepted: 15/7/2022 | 09:33  
 ID: bc7f1e45-fa73-455f-8c28-735bef9e45ab

Dylan Quine  
 dylan.quine@nutrien.com.au  
 Security Level: Email, Account Authentication  
 (None)



Signature Adoption: Pre-selected Style  
 Using IP Address: 123.51.78.222

Sent: 15/7/2022 | 09:39  
 Viewed: 15/7/2022 | 09:41  
 Signed: 15/7/2022 | 09:41

**Electronic Record and Signature Disclosure:**

Accepted: 15/7/2022 | 09:41  
 ID: 50b63d0c-fe92-4b4b-8e9d-f4744242fa70

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

**Witness Events**

**Signature**

**Timestamp**

**Notary Events**

**Signature**

**Timestamp**

**Envelope Summary Events**

**Status**

**Timestamps**

Envelope Sent Hashed/Encrypted  
 Certified Delivered Security Checked  
 Signing Complete Security Checked

15/7/2022 | 09:29  
 15/7/2022 | 09:41  
 15/7/2022 | 09:41

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**Envelope Summary Events**

Completed

**Status**

Security Checked

**Timestamps**

15/7/2022 | 09:41

**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Dynamic Methods Pty Ltd - ISV License (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Dynamic Methods Pty Ltd - ISV License:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [davidh@dynamicmethods.com.au](mailto:davidh@dynamicmethods.com.au)

**To advise Dynamic Methods Pty Ltd - ISV License of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [davidh@dynamicmethods.com.au](mailto:davidh@dynamicmethods.com.au) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

**To request paper copies from Dynamic Methods Pty Ltd - ISV License**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [davidh@dynamicmethods.com.au](mailto:davidh@dynamicmethods.com.au) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Dynamic Methods Pty Ltd - ISV License**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to davidh@dynamicmethods.com.au and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Dynamic Methods Pty Ltd - ISV License as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Dynamic Methods Pty Ltd - ISV License during the course of your relationship with Dynamic Methods Pty Ltd - ISV License.

**Residential Rental Agreement**  
**no more than 5 years**  
*Residential Tenancies Act 1997 (Section 26(1))*  
*Residential Tenancies Regulations 2021 (Regulation 10(1))*

**Nutrien  
Harcourts**

- This is your residential rental agreement. It is a binding contract under the *Residential Tenancies Act 1997* (the Act).
- Parts A, B, C and E are the terms of your agreement. Part D is a summary of your rights and obligations.
- Do not sign this agreement if there is anything in it that you do not understand.
- Please refer to Renters Guide for details about your rights and responsibility.
- For further information, visit the renting section of the Consumer Affairs Victoria (CAV) website at [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call 1300 558 181.

**PART A – BASIC TERMS**

This agreement is between the residential rental provider (rental provider) and the renter(s) listed on this form.

**1. Date of agreement**

This is the date the agreement is signed: 23/2/23

If the agreement is signed by the parties on different days, the date of the agreement is the date the last person signs the agreement.

**2. Premises let by the rental provider**

Address of premises

Street: 2/21 Leith Street  
Suburb: Newborough State: VIC Postcode: 3825

**3. Rental provider's details**

Full name or Company name: Mustiola Aitchison

ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name or Company name: \_\_\_\_\_

ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Rental provider's agent's details**

Full name: BRDLP Pty Ltd

Trading name: BRDLP Pty Ltd as agents for Nutrien Harcourts

Address: 35 Albert Street  
MOE State: VIC Postcode: 3825

Phone number: 5127 7777 ABN/ACN (if applicable): 26434534356

Email address: jacinda.assender@nutrien.com.au

**Note:** The rental provider must notify the renter within 7 days if any of this information changes.

50

**4. Renter details**

Each renter that is a party to the agreement must provide their details here.

Full name of renter 1: Stuart Cheesman

Current address: 2/21 Leith Street

Newborough State: VIC Postcode: 3825

Phone number: \*\*\*\*\* ABN/ACN: \_\_\_\_\_ Email: \_\_\_\_\_

Full name of renter 2: \_\_\_\_\_

Current address: \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \*\*\*\*\* Email: \_\_\_\_\_

Full name of renter 3: \_\_\_\_\_

Current address: \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name of renter 4: \_\_\_\_\_

Current address: \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Note:** If there are more than four renters, include details on an extra page.

**5. Length of the agreement**

Fixed term agreement 12 months

Start date: 24 / 02 / 2023

(this is the date the agreement starts and you may move in)

End date: 24 / 02 / 2024

Periodic agreement (monthly) Start date: \_\_\_\_\_

**Note:** A periodic (e.g. month by month) rental agreement will be formed at the end of the fixed term agreement if the renter and rental provider do not sign a new fixed term agreement and the renter stays in the property.

**6. Rent**

Rent amount (\$) (payable in advance) \$165.00 \$10.00 rent increase starts on 30/04/23

To be paid per  week  fortnight  calendar month

Day rent is to be paid \_\_\_\_\_

(e.g. each Thursday or the 11th of each month)

Date first rent payment due: \_\_\_\_\_

**7. Bond**

- The renter has been asked to pay the bond specified below.
- The maximum bond is 1 months' rent (unless the rent is more than \$900 per week). In some cases, the rental provider may ask the Victorian Civil and Administrative Tribunal (VCAT) to increase this limit.
- The rental provider or their agent must lodge the bond with the Residential Tenancies Bond Authority (RTBA) within 10 business days after receiving payment. The RTBA will send the renter a receipt for the bond.
- If the renter does not receive a receipt within 15 business days of paying the bond, they can email the RTBA at [rtba@justice.vic.gov.au](mailto:rtba@justice.vic.gov.au), or call the RTBA at 1300 13 71 64.

Bond amount (\$): \$560.00

Date bond payment due: \_\_\_\_\_

SC

**PART B - STANDARD TERMS**

**8. Rental provider's preferred methods of rent payment**

- The rental provider must permit a fee-free method (other than the renter's own bank fees) payment and must allow the renter to use Centrepay or another form of electronic funds transfer.
- The renter is entitled to receive a receipt from the rental provider confirming payment of rent.

(Rental provider to tick available methods of rent payment)

direct deposit     bank deposit     cash     cheque or money order



other electronic form of payment, including Centrepay Centrepay: 555 136 760 B

Payment details: Bendigo Bank

BSB no. 633 000    Account no. 184 767 069

Account name BRDLP Trust Account

Payment reference Surname & 221

**9. Service of notices and other documents by electronic methods**

- Electronic service of documents must be in accordance with the requirements of the **Electronic Transactions (Victoria) Act 2000**.
- Just because someone responds to an email or other electronic communications does not mean they have consented to the service of notices and other documents by electronic methods.
- The renter and rental provider must notify the other party in writing if they no longer wish to receive notices or other documents by electronic methods.
- The renter and rental provider must immediately notify the other party in writing if their contact details change.

**9.1 Does the rental provider agree to the service of notices and other documents by electronic methods, such as email?**

The rental provider must complete this section before giving the agreement to the renter.

(Rental provider to tick as appropriate)

Rental provider 1:  yes     no

Rental provider 2:  yes     no

**9.2 Does the renter agree to the service of notices and other documents by electronic methods such as email?**

(Renter to tick as appropriate)

Renter 1:  yes     no

Renter 2:  yes     no

Renter 3:  yes     no

Renter 4:  yes     no

(The option to consent should be provided to each renter who is party to the agreement)

**10. Urgent repairs**

- The rental provider must ensure that the rental property is provided and maintained in good repair.
- If there is a need for an urgent repair, the renter should notify the rental provider in writing.
- For further information on seeking repairs see **Part D** below.

Details of person the renter should contact for an urgent repair (rental provider to insert details).

Emergency contact name Rebecca Robinson

Emergency contact phone number 0447 049 555

Emergency contact email address rebecca.robinson@nutrien.com.au

SC



### 11. Professional cleaning

The rental provider must not require the renter to arrange professional cleaning or cleaning to a professional standard at the end of the tenancy, unless:

- professional cleaning or cleaning to a professional standard was carried out to the rented premises immediately before the start of the tenancy and the renter was advised that professional cleaning or cleaning to a professional standard had been carried out to those premises immediately before the start of the tenancy; or
- professional cleaning or cleaning to a professional standard is required to restore the rented premises to the same condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

The renter must have all or part of the rented premises professionally cleaned, or pay the cost of having all or part of the rented premises professional cleaned, if professional cleaning becomes required to restore the premises to the condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

### 12. Owners corporation (formerly body corporate)

Do owners corporation rules apply to the premises? (Rental provider to tick as appropriate)

no       yes

If yes, the rental provider must attach a copy of the rules to this agreement.

### 13. Condition report

The renter must be given two copies of the condition report (or one emailed copy) on or before the date the renter moves into the rented premises.

(Rental provider to tick as appropriate)

- The condition report has been provided.  
 The condition report will be provided to the renter on or before the date the agreement starts.

## PART C – SAFETY-RELATED ACTIVITIES

### 14. Electrical safety checks

- The rental provider must ensure an electrical safety check is conducted every two years by a licensed or registered electrician of all electrical installations, appliances and fittings provided by a rental provider in the rented premises, and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- If an electrical safety check of the rented premises has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange an electrical safety check as soon as practicable.

### 15. Gas safety activities

This safety-related activity only applies if the rented premises contains any appliances, fixtures or fittings which use or supply gas.

- (a) The rental provider must ensure a gas safety check is conducted every two years by a licensed or registered gasfitter of all gas installations and fittings in the rented premises and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- (b) If a gas safety check has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange a gas safety check as soon as practicable.

### 16. Smoke alarm safety activities

- (a) The rental provider must ensure that:
- (i) any smoke alarm is correctly installed and in working condition; and
  - (ii) any smoke alarm is tested according to the manufacturer's instructions at least once every 12 months; and
  - (iii) the batteries in each smoke alarm are replaced as required.
- (b) The rental provider must immediately arrange for a smoke alarm to be repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.

**Note:** Repair or replacement of a hard-wired smoke alarm must be undertaken by a suitably qualified person.

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- (c) The rental provider, on or before the commencement of the agreement, must provide the renter with the following information in writing:
- (i) Information about how each smoke alarm in the rented premises operates;
  - (ii) Information about how to test each smoke alarm in the rented premises;
  - (iii) Information on the renter's obligations to not tamper with any smoke alarms and to report if a smoke alarm in the rented premises is not in working order.
- (d) The renter must give written notice to the rental provider as soon as practicable after becoming aware that a smoke alarm in the rented premises is not in working order.

**Note:** Regulations made under the *Building Act 1993* require smoke alarms to be installed in all residential buildings.

#### 17. Swimming pool barrier safety activities

These safety-related activities only apply if the rented premises contains a swimming pool.

- (a) The rental provider must ensure that the swimming pool barrier is maintained in good repair.
- (b) The renter must give written notice to the rental provider as soon as practicable after becoming aware that the swimming pool barrier is not in working order.
- (c) The rental provider must arrange for a swimming pool barrier to be immediately repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.
- (d) The rental provider must provide the renter with a copy of the most recent certificate of swimming pool barrier compliance issued under the *Building Act 1993* on the request of the renter.

#### 18. Relocatable swimming pool safety activities

These safety-related activities only apply if a relocatable swimming pool is erected, or is intended to be erected, at the rented premises.

- (a) The renter must not erect a relocatable swimming pool without giving written notice to the rental provider before erecting the pool.
- (b) The renter must obtain any necessary approvals before erecting a relocatable swimming pool.

**Note:** Regulations made under *Building Act 1993* apply to any person erecting a relocatable swimming pool.

This safety-related activity only applies to swimming pools or spas that hold water deeper than 300 mm.

#### 19. Bushfire prone area activities

This safety-related activity only applies if the rented premises is in a bushfire prone area and is required to have a water tank for bushfire safety.

- (a) If the rented premises is in a designated bushfire prone area under section 192A of the *Building Act 1993* and a water tank is required for firefighting purposes, the rental provider must ensure the water tank and any connected infrastructure is maintained in good repair as required.
- (b) The water tank must be full and clean at the commencement of the agreement.

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## PART D – RIGHTS AND OBLIGATIONS

This is a summary of selected rights and obligations of renters and rental providers under the *Residential Tenancies Act 1997* (the Act). Any reference to VCAT refers to the Victorian Civil and Administrative Tribunal.

For more information, visit [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting).

### Use of the premises

The renter:

- is entitled to quiet enjoyment of the premises. The rental provider may only enter the premises in accordance with the Act.
- must not use the premises for illegal purposes.
- must not cause a nuisance or interfere with the reasonable peace, comfort or privacy of neighbours.
- must avoid damaging the premises and common areas. Common areas include hallways, driveways, gardens and stairwells. Where damage occurs, the renter must notify the rental provider in writing.
- must keep the premises reasonably clean.

### Condition of the premises

The rental provider:

- must ensure that the premises comply with the rental minimum standards, and is vacant and reasonably clean when the renter moves in.
- must maintain the premises in good repair and in a fit condition for occupation.
- agrees to do all the safety-related maintenance and repair activities set out in Part C of the Agreement.

The renter:

- must follow all safety-related activities set out in Part C of the agreement and not remove, deactivate or otherwise interfere with the operation of prescribed safety devices on the premises.

### Modifications

The renter:

- may make some modifications without seeking the rental provider's consent. These modifications are listed on the Consumer Affairs Victoria website.
- must seek the rental provider's consent before installing any other fixtures or additions.
- may apply to VCAT if they believe that the rental provider has unreasonably refused consent for a modification mentioned in the Act.
- at the end of the agreement, must restore the premises to the condition it was in before they moved in (excluding fair wear and tear). This includes removing all modifications, unless the parties agree they do not need to be removed.

The rental provider:

- must not unreasonably refuse consent for certain modifications.

A list of the modifications that the rental provider cannot unreasonably refuse consent for is available on the Consumer Affairs Victoria website [consumer.vic.gov.au/renting](http://consumer.vic.gov.au/renting).

### Locks

- The rental provider must ensure the premises:
  - has locks to secure all windows capable of having a lock; and
  - has deadlocks (a deadlock is a deadlatch with at least one cylinder) for external doors that are able to be secured with a functioning deadlock; and
  - meets the rental minimum standards for locks and window locks.
- External doors which are not able to be secured with a functioning deadlock must at least be fitted with a locking device that:
  - is operated by a key from the outside; and
  - may be unlocked from the inside with or without a key.
- The renter must obtain consent from the rental provider to change a lock in the master key system.
- The rental provider must not unreasonably refuse consent for a renter seeking to change a lock in the master key system.
- The rental provider must not give a key to a person excluded from the premises under a:
  - a family violence intervention order; or
  - a family violence safety notice; or
  - a recognised non-local DVO; or
  - a personal safety intervention order.

### Repairs

- Only a suitably qualified person may do repairs – both urgent and non-urgent.

#### Urgent Repairs

Section 3(1) of the Act defines **urgent repairs**. Refer to the Consumer Affairs Victoria website for the full list of urgent repairs and for more information, visit [consumer.vic.gov.au/urgentrepairs](http://consumer.vic.gov.au/urgentrepairs).

Urgent repairs include failure or breakdown of any essential service or appliance provided for hot water, cooking, heating or laundering supplied by the rental provider.

The rental provider must carry out urgent repairs after being notified.

A renter may arrange for urgent repairs to be done if the renter has taken reasonable steps to arrange for the rental provider to immediately do the repairs and the rental provider has not carried out the repairs.

If the renter has arranged for urgent repairs, the renter may be reimbursed directly by the rental provider for the reasonable cost of repairs up to \$2500.

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The renter may apply to VCAT for an order requiring the rental provider to carry out urgent repairs if:

- the renter cannot meet the cost of the repairs; or
- the cost of repairs is more than \$2500; or
- the rental provider refuses to pay the cost of repairs if it is carried out by the renter.

#### Non-urgent repairs

- The renter must notify the rental provider, in writing, as soon as practicable of:
  - damage to the premises.
  - a breakdown of facilities, fixtures, furniture or equipment supplied by the rental provider.
- The rental provider must carry out non-urgent repairs in a reasonable time.
- The renter may apply to VCAT for an order requiring the rental provider to do the repairs if the rental provider has not carried out the repairs within **14 days** of receiving notice of the need for repair.

#### Assignment or sub-letting

The renter:

- must not assign (transfer to another person) or sub-let the whole or any part of the premises without the written consent of the rental provider.

The rental provider may give the renter notice to vacate if the renter assigns or sub-lets the premises without consent.

The rental provider:

- cannot unreasonably withhold consent to assign or sub-let the premises; and
- must not demand or receive a fee or payment for consent, other than any reasonable expenses incurred by the assignment.

#### Rent

- The rental provider must give the renter at least 60 days' written notice of a proposed rent increase.
- The rent cannot be increased more than once every 12 months.
- If the rental provider or agent does not provide a receipt for rent, the renter may request a receipt.
- The rental provider must not increase the rent under a fixed term agreement unless the agreement provides for an increase.

### PART E - ADDITIONAL TERMS

#### 21. Further Details (if any)

List any additional terms to this agreement. The terms listed must not exclude, restrict or modify any of the rights and duties included in the Act.

Additional terms must also comply with the Australian Consumer Law (Victoria). For example, they cannot be unfair terms, which will have no effect. Contact Consumer Affairs Victoria on 1300 55 81 81 for further information or visit [unfair contract terms](#) at the Consumer Affairs Victoria website.

**Note:** If you need extra space, attach a separate sheet. Both the rental provider and renter should sign and date all attachments.

#### Access and entry

- The rental provider may enter the premises:
  - at any time, if the renter has agreed within the last 7 days.
  - to do an inspection, but not more than once every 6 months.
  - to comply with the rental provider's duties under the Act.
  - to show the premises or conduct an open inspection to sell, rent or value the premises.
  - to take images or video for advertising a property that is for sale or rent.
  - if they believe the renter has failed to follow their duties under the Act.
  - to do a pre-termination inspection where the renter has applied to have the agreement terminated because of family violence or personal violence.
- The renter must allow entry to the premises where the rental provider has followed proper procedure.
- The renter is entitled to a set amount of compensation for each sales inspection.

#### Pets

- The renter must seek consent from the rental provider before keeping a pet on the premises.
- The rental provider must not unreasonably refuse a request to keep a pet.

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**21.1 Residential Tenancies Act 1997**

- (a) All provisions of this agreement are subject to the *Residential Tenancies Act 1997* (Victoria) ('Act').
- (b) If there is any inconsistency between a provision of this agreement and the Act, unless the Act permits otherwise, the Act will prevail.

**21.2 Renter's obligations**

The renter must not:

- (a) use the premises for any other use than its place of residence;
- (b) permit, cause or use the premises for any illegal or unauthorised purpose;
- (c) damage the premises or permit or allow any of its invitees to damage the premises;
- (d) make any modifications or alterations to the premises without the rental provider's written consent unless the modification or alterations are prescribed under the act. The rental provider must comply with the Act in granting or refusing its consent.
- (e) use any of the rental provider's fixtures or fittings for any other use than the intended use;
- (f) cause or permit any interference, nuisance or an invasion of peace or privacy to any neighbouring premises;
- (g) park any vehicles, motorcycles, bicycles or scooters inside the premises and only park such vehicles in an area agreed to by the rental provider;
- (h) use any machinery or equipment owned by the rental provider and left on the premises other than in accordance with the rental provider's or manufacturer's instructions;
- (i) permit any other person than the persons agreed by the rental provider to remain on the premises for more than 14 days;
- (j) smoke or permit any invitee to smoke within the premises;
- (k) without the consent of the rental provider:
  - (i) affix any satellite dishes, television cables or antennas to the premises;
  - (ii) install any air-conditioning units on the premises; or
  - (iii) alter, replace or remove any locks and security devices to the premises other than on the letterbox,
 and the rental provider must comply with the Act in granting or refusing its consent and it may provide as a condition of consent and that the renter returns the premises to its original condition at the end of the tenancy or that any modification be completed by a suitably qualified person or that the renter pay an additional amount of bond.

**21.3 Maintenance and repairs**

- (a) The renter must:
  - (i) keep the premises in good condition and repair (subject to reasonable wear and tear);
  - (ii) replace at its own cost all blown or damaged light bulbs, LED lights and fluorescent tubes throughout the tenancy and ensure that all lighting is in a working condition at the end of the tenancy;
  - (iii) make good any damage to the premises caused by the renter or its invitees;
  - (iv) keep the premises clear of any rubbish;
  - (v) dispose of rubbish in accordance with council rules/guidelines and use the appropriate bins provided by or recommended by council;
  - (vi) regularly maintain the gardens (including but not limited to mowing lawns, removing weeds and watering plants, shrubs, trees and flowers) to the same standard as at the commencement of this agreement; and
  - (vii) not do anything which may damage or block any drains (including but not limited to gutters, downpipes and stormwater drains); and
  - (viii) keep the tenancy clean and free from mould, fungi and damp caused by, or related to, the renter's use of the tenancy.

**21.4 Owners Corporation**

- (a) If the *Owners Corporation Act 2006* (Victoria) applies to this agreement the rental provider must give the renter a copy of the rules of the owners corporation at the commencement of the tenancy.
- (b) The renter must comply with the rules of the owners corporation at all times during the tenancy.

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**21.5 End of occupancy**

At the expiration or earlier determination of this agreement, the renter must:

- (a) deliver vacant possession of the premises to the rental provider;
- (b) deliver to the rental provider or its agent all keys and security devices;
- (c) leave the premises in the same conditions (fair wear and tear excepted) as set out in the condition report; and
- (d) remove all of the renter's premises and belongings (including fixtures and modifications where required) from the premises and rectify any damage (at the renter's cost) caused by such removal.

**21.6 Insurance**

- (a) In relation to insurance policies taken out by the rental provider in respect of the Premises, the renter must not do any act or omission which would make an insurance policy invalid.
- (b) The renter acknowledges that it will be responsible to insure its contents (at its own cost).

**21.7 Release**

- (a) The renter releases the rental provider from any claims, losses, liabilities and/or expenses ('Loss') the renter suffers in connection with the premises or arising out of this agreement, unless such Loss is caused by the rental provider or its agent or someone acting on their behalf.
- (b) The release provided by the renter survives the expiration or termination of this agreement.

**21.8 Privacy**

- (a) As part of the rental provider leasing the premises to the renter, the renter will be required to give the rental provider or its agent Personal Information (as defined in the *Privacy Act 1998* (Cth)).
- (b) Subject to the *Privacy Act 1998* (Cth), the renter consents to providing such information and permits the rental provider and/or its agent to disclose the information to third parties.
- (c) If the rental provider or its agent is required to maintain a privacy policy in accordance with the *Privacy Act 1998* (Cth), upon request from the renter, the rental provider or its agent must provide the renter with a copy of its privacy policy.

**21.9 Counterparts and Execution**

- (a) This agreement may be executed in any number of counterparts. All counterparts together will be taken to constitute one instrument of the relevant document.
- (b) A copy of an original executed counterpart sent by facsimile machine, email or link emailed:
  - (i) must be treated as an original counterpart;
  - (ii) is sufficient evidence of the execution of the original; and
  - (iii) may be produced in evidence for all purposes in place of the original.
- (c) Each party consents to this agreement being signed by any other party in accordance with an electronic communication method and being given or produced by electronic communication, including by link emailed to a party to download an electronic copy.
- (d) Without limiting **clause 21.9(c)**, the parties acknowledge and agree that electronic signatures will constitute a signature and have the same quality of integrity as a written signature including if the signature is:
  - (i) computer generated;
  - (ii) by computer pen;
  - (iii) by a typed mark or name; or
  - (iv) physically signed on paper and scanned electronically.
- (e) The parties to this agreement agree that, despite any other clause of this agreement and despite custom, practice or code otherwise followed in respect of similar documents to this agreement, if executed electronically this agreement:
  - (i) is made on its execution by all parties to it (including electronic signature);
  - (ii) need not be executed and exchanged in counterparts; and
  - (iii) constitutes an original document in an electronic format.

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21.10 Additional Terms

As per rental increase notice sent on 21/02/2023, the rent will increase by \$10.00 per week to \$175.00 on the 30/04/2023.

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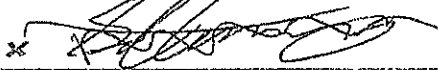
**22. Signatures**

This agreement is made under the *Residential Tenancies Act 1997*.

Before signing you must read **Part D-Rights and Obligations** in this form which outlines your rights and obligations.

**Rental provider**

Signature of rental provider 1 (or managing agent)

\* 

Dated 23-2-2023

Signature of rental provider 2 (or managing agent)

Dated 23/2/23

**Renter**

All renters listed must sign this residential rental agreement.

Signature of renter 1

\* 

Dated 23-2-2023

Signature of renter 2



Dated \_\_\_\_\_

Signature of renter 3

\_\_\_\_\_

Dated \_\_\_\_\_

Signature of renter 4

\_\_\_\_\_

Dated \_\_\_\_\_

**Note:** Each renter who is a party to the agreement must sign and date here. If there are more than 4 renters, include details on an extra page.

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**Residential Rental Agreement**

no more than 5 years

*Residential Tenancies Act 1997 (Section 26(1))**Residential Tenancies Regulations 2021 (Regulation 10(1))***Nutrien  
Harcourts**

- This is your residential rental agreement. It is a binding contract under the *Residential Tenancies Act 1997* (the Act).
- Parts A, B, C and E are the terms of your agreement. Part D is a summary of your rights and obligations.
- Do not sign this agreement if there is anything in it that you do not understand.
- Please refer to Renters Guide for details about your rights and responsibility.
- For further information, visit the renting section of the Consumer Affairs Victoria (CAV) website at [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call 1300 558 181.

**PART A – BASIC TERMS**

This agreement is between the residential rental provider (rental provider) and the renter(s) listed on this form.

**1. Date of agreement**

This is the date the agreement is signed: 11 / 04 / 2022

If the agreement is signed by the parties on different days, the date of the agreement is the date the last person signs the agreement.

**2. Premises let by the rental provider**

Address of premises

Street: 3/21 Leith Street  
 Suburb: Newborough State: VIC Postcode: 3825

**3. Rental provider's details**

Full name or Company name: Mustiola Aitchison  
 ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
 State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name or Company name: \_\_\_\_\_  
 ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
 State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Rental provider's agent's details**

Full name: BRDLP Pty Ltd  
 Trading name: BRDLP Pty Ltd as agents for Nutrien Harcourts  
 Address: 35 Albert Street  
MOE State: VIC Postcode: 3825  
 Phone number: 5127 7777 ABN/ACN (if applicable): 26434534356  
 Email address: dylan.quine@nutrien.com.au

**Note:** The rental provider must notify the renter within 7 days if any of this information changes.

**4. Renter details**

Each renter that is a party to the agreement must provide their details here.

Full name of renter 1: Tracey Nash

Current address: 23 Dixon Street

Inverloch

State: VIC

Postcode: 2396

Phone number: \*\*\*\*\*

ABN/ACN:

Email: purplibunny@gmail.com

Full name of renter 2:

Current address:

State:

Postcode:

Phone number:

Email:

Full name of renter 3:

Current address:

State:

Postcode:

Phone number:

Email:

Full name of renter 4:

Current address:

State:

Postcode:

Phone number:

Email:

Note: If there are more than four renters, include details on an extra page.

**5. Length of the agreement**

Fixed term agreement

Start date: 11 / 04 / 2022

(this is the date the agreement starts and you may move in)

End date: 10 / 04 / 2023

Periodic agreement (monthly)

Start date:

Note: A periodic (e.g. month-by-month) rental agreement will be formed at the end of the fixed term agreement if the renter and rental provider do not sign a new fixed term agreement and the renter stays in the property.

**6. Rent**

Rent amount (\$) (payable in advance) \$230.00

To be paid per

week

fortnight

calendar month

Day rent is to be paid

11/04/2022

(e.g. each Thursday or the 11th of each month)

Date first rent payment due:

11 / 04 / 2022

**7. Bond**

- The renter has been asked to pay the bond specified below.
- The maximum bond is 1 months' rent (unless the rent is more than \$900 per week). In some cases, the rental provider may ask the Victorian Civil and Administrative Tribunal (VCAT) to increase this limit.
- The rental provider or their agent must lodge the bond with the Residential Tenancies Bond Authority (RTBA) within 10 business days after receiving payment. The RTBA will send the renter a receipt for the bond.
- If the renter does not receive a receipt within 15 business days of paying the bond, they can email the RTBA at [rtba@justice.vic.gov.au](mailto:rtba@justice.vic.gov.au), or call the RTBA at 1300 13 71 64.


Bond amount (\$): \$996.00

Date bond payment due: 11/04/2022

**PART B – STANDARD TERMS****8. Rental provider's preferred methods of rent payment**

- The rental provider must permit a fee-free method (other than the renter's own bank fees) payment and must allow the renter to use Centrepay or another form of electronic funds transfer.
- The renter is entitled to receive a receipt from the rental provider confirming payment of rent.

(Rental provider to tick available methods of rent payment)

direct deposit     bank deposit     cash     cheque or money order     

other electronic form of payment, including Centrepay Centrepay: 555 136 760 B

Payment details:

BSB no. 633 000    Account no. 184 767 069Account name BRDLP Trust AccountPayment reference 100400**9. Service of notices and other documents by electronic methods**

- Electronic service of documents must be in accordance with the requirements of the *Electronic Transactions (Victoria) Act 2000*.
- Just because someone responds to an email or other electronic communications does not mean they have consented to the service of notices and other documents by electronic methods.
- The renter and rental provider must notify the other party in writing if they no longer wish to receive notices or other documents by electronic methods.
- The renter and rental provider must immediately notify the other party in writing if their contact details change.

**9.1** Does the rental provider agree to the service of notices and other documents by electronic methods, such as email?  
The rental provider must complete this section before giving the agreement to the renter.

(Rental provider to tick as appropriate)

Rental provider 1:  yes     noRental provider 2:  yes     no

**9.2** Does the renter agree to the service of notices and other documents by electronic methods such as email?

(Renter to tick as appropriate)

Renter 1:  yes     noRenter 2:  yes     noRenter 3:  yes     noRenter 4:  yes     no

(The option to consent should be provided to each renter who is party to the agreement)

**10. Urgent repairs**

- The rental provider must ensure that the rental property is provided and maintained in good repair.
- If there is a need for an urgent repair, the renter should notify the rental provider in writing.
- For further information on seeking repairs see **Part D** below.

Details of person the renter should contact for an urgent repair (rental provider to insert details).

Emergency contact name Rebecca RobinsonEmergency contact phone number 0447 049 555Emergency contact email address rebecca.robinson@nutrien.com.au

**11. Professional cleaning**

The rental provider must not require the renter to arrange professional cleaning or cleaning to a professional standard at the end of the tenancy, unless:

- professional cleaning or cleaning to a professional standard was carried out to the rented premises immediately before the start of the tenancy and the renter was advised that professional cleaning or cleaning to a professional standard had been carried out to those premises immediately before the start of the tenancy; or
- professional cleaning or cleaning to a professional standard is required to restore the rented premises to the same condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

The renter must have all or part of the rented premises professionally cleaned, or pay the cost of having all or part of the rented premises professionally cleaned, if professional cleaning becomes required to restore the premises to the condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

**12. Owners corporation (formerly body corporate)**

Do owners corporation rules apply to the premises? (Rental provider to tick as appropriate)

no       yes

If yes, the rental provider must attach a copy of the rules to this agreement.

**13. Condition report**

The renter must be given two copies of the condition report (or one emailed copy) on or before the date the renter moves into the rented premises.

(Rental provider to tick as appropriate)

The condition report has been provided.

The condition report will be provided to the renter on or before the date the agreement starts.

**PART C – SAFETY-RELATED ACTIVITIES**

**14. Electrical safety checks**

- The rental provider must ensure an electrical safety check is conducted every two years by a licensed or registered electrician of all electrical installations, appliances and fittings provided by a rental provider in the rented premises, and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- If an electrical safety check of the rented premises has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange an electrical safety check as soon as practicable.

**15. Gas safety activities**

This safety-related activity only applies if the rented premises contains any appliances, fixtures or fittings which use or supply gas.

- (a) The rental provider must ensure a gas safety check is conducted every two years by a licensed or registered gasfitter of all gas installations and fittings in the rented premises and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- (b) If a gas safety check has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange a gas safety check as soon as practicable.

**16. Smoke alarm safety activities**

- (a) The rental provider must ensure that:
  - (i) any smoke alarm is correctly installed and in working condition; and
  - (ii) any smoke alarm is tested according to the manufacturer's instructions at least once every 12 months; and
  - (iii) the batteries in each smoke alarm are replaced as required.
- (b) The rental provider must immediately arrange for a smoke alarm to be repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.

**Note:** Repair or replacement of a hard-wired smoke alarm must be undertaken by a suitably qualified person.

- (c) The rental provider, on or before the commencement of the agreement, must provide the renter with the following information in writing:
    - (i) Information about how each smoke alarm in the rented premises operates;
    - (ii) Information about how to test each smoke alarm in the rented premises;
    - (iii) Information on the renter's obligations to not tamper with any smoke alarms and to report if a smoke alarm in the rented premises is not in working order.
  - (d) The renter must give written notice to the rental provider as soon as practicable after becoming aware that a smoke alarm in the rented premises is not in working order.
- Note:** Regulations made under the *Building Act 1993* require smoke alarms to be installed in all residential buildings.

#### 17. Swimming pool barrier safety activities

These safety-related activities only apply if the rented premises contains a swimming pool.

- (a) The rental provider must ensure that the swimming pool barrier is maintained in good repair.
- (b) The renter must give written notice to the rental provider as soon as practicable after becoming aware that the swimming pool barrier is not in working order.
- (c) The rental provider must arrange for a swimming pool barrier to be immediately repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.
- (d) The rental provider must provide the renter with a copy of the most recent certificate of swimming pool barrier compliance issued under the *Building Act 1993* on the request of the renter.

#### 18. Relocatable swimming pool safety activities

These safety-related activities only apply if a relocatable swimming pool is erected, or is intended to be erected, at the rented premises.

- (a) The renter must not erect a relocatable swimming pool without giving written notice to the rental provider before erecting the pool.
- (b) The renter must obtain any necessary approvals before erecting a relocatable swimming pool.

**Note:** Regulations made under *Building Act 1993* apply to any person erecting a relocatable swimming pool.

This safety-related activity only applies to swimming pools or spas that hold water deeper than 300 mm.

#### 19. Bushfire prone area activities

This safety-related activity only applies if the rented premises is in a bushfire prone area and is required to have a water tank for bushfire safety.

- (a) If the rented premises is in a designated bushfire prone area under section 192A of the *Building Act 1993* and a water tank is required for firefighting purposes, the rental provider must ensure the water tank and any connected infrastructure is maintained in good repair as required.
- (b) The water tank must be full and clean at the commencement of the agreement.

## PART D – RIGHTS AND OBLIGATIONS

This is a summary of selected rights and obligations of renters and rental providers under the *Residential Tenancies Act 1997* (the Act). Any reference to VCAT refers to the Victorian Civil and Administrative Tribunal.

For more information, visit [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting).

### Use of the premises

The renter:

- is entitled to quiet enjoyment of the premises. The rental provider may only enter the premises in accordance with the Act.
- must not use the premises for illegal purposes.
- must not cause a nuisance or interfere with the reasonable peace, comfort or privacy of neighbours.
- must avoid damaging the premises and common areas. Common areas include hallways, driveways, gardens and stairwells. Where damage occurs, the renter must notify the rental provider in writing.
- must keep the premises reasonably clean.

### Condition of the premises

The rental provider:

- must ensure that the premises comply with the rental minimum standards, and is vacant and reasonably clean when the renter moves in.
- must maintain the premises in good repair and in a fit condition for occupation.
- agrees to do all the safety-related maintenance and repair activities set out in Part C of the Agreement.

The renter:

- must follow all safety-related activities set out in Part C of the agreement and not remove, deactivate or otherwise interfere with the operation of prescribed safety devices on the premises.

### Modifications

The renter:

- may make some modifications without seeking the rental provider's consent. These modifications are listed on the Consumer Affairs Victoria website.
- must seek the rental provider's consent before installing any other fixtures or additions.
- may apply to VCAT if they believe that the rental provider has unreasonably refused consent for a modification mentioned in the Act.
- at the end of the agreement, must restore the premises to the condition it was in before they moved in (excluding fair wear and tear). This includes removing all modifications, unless the parties agree they do not need to be removed.

The rental provider:

- must not unreasonably refuse consent for certain modifications.

A list of the modifications that the rental provider cannot unreasonably refuse consent for is available on the Consumer Affairs Victoria website [consumer.vic.gov.au/renting](http://consumer.vic.gov.au/renting).

### Locks

- The rental provider must ensure the premises:
  - has locks to secure all windows capable of having a lock; and
  - has deadlocks (a deadlock is a deadlatch with at least one cylinder) for external doors that are able to be secured with a functioning deadlock; and
  - meets the rental minimum standards for locks and window locks.
- External doors which are not able to be secured with a functioning deadlock must at least be fitted with a locking device that:
  - is operated by a key from the outside; and
  - may be unlocked from the inside with or without a key.
- The renter must obtain consent from the rental provider to change a lock in the master key system.
- The rental provider must not unreasonably refuse consent for a renter seeking to change a lock in the master key system.
- The rental provider must not give a key to a person excluded from the premises under a:
  - a family violence intervention order; or
  - a family violence safety notice; or
  - a recognised non-local DVO; or
  - a personal safety intervention order.

### Repairs

- Only a suitably qualified person may do repairs – both urgent and non-urgent.

### Urgent Repairs

Section 3(1) of the Act defines *urgent repairs*. Refer to the Consumer Affairs Victoria website for the full list of urgent repairs and for more information, visit [consumer.vic.gov.au/urgentrepairs](http://consumer.vic.gov.au/urgentrepairs).

Urgent repairs include failure or breakdown of any essential service or appliance provided for hot water, cooking, heating or laundering supplied by the rental provider.

The rental provider must carry out urgent repairs after being notified.

A renter may arrange for urgent repairs to be done if the renter has taken reasonable steps to arrange for the rental provider to immediately do the repairs and the rental provider has not carried out the repairs.

If the renter has arranged for urgent repairs, the renter may be reimbursed directly by the rental provider for the reasonable cost of repairs up to \$2500.

The renter may apply to VCAT for an order requiring the rental provider to carry out urgent repairs if:

- the renter cannot meet the cost of the repairs; or
- the cost of repairs is more than \$2500; or
- the rental provider refuses to pay the cost of repairs if it is carried out by the renter.

#### Non-urgent repairs

- The renter must notify the rental provider, in writing, as soon as practicable of:
  - damage to the premises.
  - a breakdown of facilities, fixtures, furniture or equipment supplied by the rental provider.
- The rental provider must carry out non-urgent repairs in a reasonable time.
- The renter may apply to VCAT for an order requiring the rental provider to do the repairs if the rental provider has not carried out the repairs within **14 days** of receiving notice of the need for repair.

#### Assignment or sub-letting

The renter:

- must not assign (transfer to another person) or sub-let the whole or any part of the premises without the written consent of the rental provider.

The rental provider may give the renter notice to vacate if the renter assigns or sub-lets the premises without consent.

The rental provider:

- cannot unreasonably withhold consent to assign or sub-let the premises; and
- must not demand or receive a fee or payment for consent, other than any reasonable expenses incurred by the assignment.

#### Rent

- The rental provider must give the renter at least 60 days' written notice of a proposed rent increase.
- The rent cannot be increased more than once every 12 months.
- If the rental provider or agent does not provide a receipt for rent, the renter may request a receipt.
- The rental provider must not increase the rent under a fixed term agreement unless the agreement provides for an increase.

### PART E - ADDITIONAL TERMS

#### 21. Further Details (if any)

List any additional terms to this agreement. The terms listed must not exclude, restrict or modify any of the rights and duties included in the Act.

Additional terms must also comply with the Australian Consumer Law (Victoria). For example, they cannot be unfair terms, which will have no effect. Contact Consumer Affairs Victoria on 1300 55 81 81 for further information or visit [unfair contract terms](#) at the Consumer Affairs Victoria website.

**Note:** If you need extra space, attach a separate sheet. Both the rental provider and renter should sign and date all attachments.

#### Access and entry

- The rental provider may enter the premises:
  - at any time, if the renter has agreed within the last 7 days.
  - to do an inspection, but not more than once every 6 months.
  - to comply with the rental provider's duties under the Act.
  - to show the premises or conduct an open inspection to sell, rent or value the premises.
  - to take images or video for advertising a property that is for sale or rent.
  - if they believe the renter has failed to follow their duties under the Act.
  - to do a pre-termination inspection where the renter has applied to have the agreement terminated because of family violence or personal violence.
- The renter must allow entry to the premises where the rental provider has followed proper procedure.
- The renter is entitled to a set amount of compensation for each sales inspection.

#### Pets

- The renter must seek consent from the rental provider before keeping a pet on the premises.
- The rental provider must not unreasonably refuse a request to keep a pet.



## Additional General Terms

### 21.1 Residential Tenancies Act 1997

- (a) All provisions of this agreement are subject to the *Residential Tenancies Act 1997* (Victoria) ('Act').
- (b) If there is any inconsistency between a provision of this agreement and the Act, unless the Act permits otherwise, the Act will prevail.

### 21.2 Renter's obligations

The renter must not:

- (a) use the premises for any other use than its place of residence;
- (b) permit, cause or use the premises for any illegal or unauthorised purpose;
- (c) damage the premises or permit or allow any of its invitees to damage the premises;
- (d) make any modifications or alterations to the premises without the rental provider's written consent unless the modification or alterations are prescribed under the act. The rental provider must comply with the Act in granting or refusing its consent.
- (e) use any of the rental provider's fixtures or fittings for any other use than the intended use;
- (f) cause or permit any interference, nuisance or an invasion of peace or privacy to any neighbouring premises;
- (g) park any vehicles, motorcycles, bicycles or scooters inside the premises and only park such vehicles in an area agreed to by the rental provider;
- (h) use any machinery or equipment owned by the rental provider and left on the premises other than in accordance with the rental provider's or manufacturer's instructions;
- (i) permit any other person than the persons agreed by the rental provider to remain on the premises for more than 14 days;
- (j) smoke or permit any invitee to smoke within the premises;
- (k) without the consent of the rental provider:
  - (i) affix any satellite dishes, television cables or antennas to the premises;
  - (ii) install any air-conditioning units on the premises; or
  - (iii) alter, replace or remove any locks and security devices to the premises other than on the letterbox,and the rental provider must comply with the Act in granting or refusing its consent and it may provide as a condition of consent and that the renter returns the premises to its original condition at the end of the tenancy or that any modification be completed by a suitably qualified person or that the renter pay an additional amount of bond.

### 21.3 Maintenance and repairs

- (a) The renter must:
  - (i) keep the premises in good condition and repair (subject to reasonable wear and tear);
  - (ii) replace at its cost all blown or damaged light bulbs and fluorescence tubes throughout the tenancy and ensure that all lighting is in a working condition at the end of the tenancy;
  - (iii) make good any damage to the premises caused by the renter or its invitees;
  - (iv) keep the premises clear of any rubbish;
  - (v) dispose of rubbish in accordance with council rules/guidelines and use the appropriate bins provided by or recommended by council;
  - (vi) regularly maintain the gardens (including but not limited to mowing lawns, removing weeds and watering plants, shrubs, trees and flowers) to the same standard as at the commencement of this agreement; and
  - (vii) keep all drains cleared of any blockages and not do anything which may damage any plumbing or block any drains.

### 21.4 Owners Corporation

- (a) If the *Owners Corporation Act 2006* (Victoria) applies to this agreement the rental provider must give the renter a copy of the rules of the owners corporation at the commencement of the tenancy.
- (b) The renter must comply with the rules of the owners corporation at all times during the tenancy.

**Additional General Terms**

**21.5 End of occupancy**

At the expiration or earlier determination of this agreement, the renter must:

- (a) deliver vacant possession of the premises to the rental provider;
- (b) deliver to the rental provider or its agent all keys and security devices;
- (c) leave the premises in the same conditions (fair wear and tear excepted) as set out in the condition report; and
- (d) remove all of the renter's premises and belongings (including fixtures and modifications where required) from the premises and rectify any damage (at the renter's cost) caused by such removal.

**21.6 Insurance**

- (a) In relation to insurance policies taken out by the rental provider in respect of the Premises, the renter must not do any act or omission which would make an insurance policy invalid.
- (b) The renter acknowledges that it will be responsible to insure its contents (at its own cost).

**21.7 Release**

- (a) The renter releases the rental provider from any claims, losses, liabilities and/or expenses ('Loss') the renter suffers in connection with the premises or arising out of this agreement, unless such Loss is caused by the rental provider or its agent or someone acting on their behalf.
- (b) The release provided by the renter survives the expiration or termination of this agreement.

**21.8 Privacy**

- (a) As part of the rental provider leasing the premises to the renter, the renter will be required to give the rental provider or its agent Personal Information (as defined in the *Privacy Act 1998* (Cth)).
- (b) Subject to the *Privacy Act 1998* (Cth), the renter consents to providing such information and permits the rental provider and/or its agent to disclose the information to third parties.
- (c) If the rental provider or its agent is required to maintain a privacy policy in accordance with the *Privacy Act 1998* (Cth), upon request from the renter, the rental provider or its agent must provide the renter with a copy of its privacy policy.

**21.9 Counterparts and Execution**

- (a) This agreement may be executed in any number of counterparts. All counterparts together will be taken to constitute one instrument of the relevant document.
- (b) A copy of an original executed counterpart sent by facsimile machine, email or link emailed:
  - (i) must be treated as an original counterpart;
  - (ii) is sufficient evidence of the execution of the original; and
  - (iii) may be produced in evidence for all purposes in place of the original.
- (c) Each party consents to this agreement being signed by any other party in accordance with an electronic communication method and being given or produced by electronic communication, including by link emailed to a party to download an electronic copy.
- (d) Without limiting **clause 39(c)**, the parties acknowledge and agree that electronic signatures will constitute a signature and have the same quality of integrity as a written signature including if the signature is:
  - (i) computer generated;
  - (ii) by computer pen;
  - (iii) by a typed mark or name; or
  - (iv) physically signed on paper and scanned electronically.
- (e) The parties to this agreement agree that, despite any other clause of this agreement and despite custom, practice or code otherwise followed in respect of similar documents to this agreement, if executed electronically this agreement:
  - (i) is made on its execution by all parties to it (including electronic signature);
  - (ii) need not be executed and exchanged in counterparts; and
  - (iii) constitutes an original document in an electronic format.

Additional General Terms



21.10 Additional Terms

A large, empty rectangular box with a thin black border, intended for additional terms. A horizontal line is drawn across the middle of the page, intersecting the box.

**22. Signatures**

This agreement is made under the *Residential Tenancies Act 1997*.

Before signing you must read **Part D-Rights and Obligations** in this form which outlines your rights and obligations.

**Rental provider**

Signature of rental provider 1

Signature of rental provider 2

DocuSigned by:  
*Dylan Irvine*  
6424C26037334F2...

Dated 12/4/2022

Dated \_\_\_\_\_

**Renter**

All renters listed must sign this residential rental agreement.

Signature of renter 1

Signature of renter 2

DocuSigned by:  
*[Signature]*  
487370400DF410...

Dated 11/4/2022

Dated \_\_\_\_\_

Signature of renter 3

Signature of renter 4

Dated \_\_\_\_\_

Dated \_\_\_\_\_

**Note:** Each renter who is a party to the agreement must sign and date here. If there are more than 4 renters, include details on an extra page.

# Residential Rental Agreement

no more than 5 years

Residential Tenancies Act 1997 (Section 26(1))

Residential Tenancies Regulations 2021 (Regulation 10(1))

**Nutrien  
Harcourts**

- This is your residential rental agreement. It is a binding contract under the *Residential Tenancies Act 1997* (the Act).
- Parts A, B, C and E are the terms of your agreement. Part D is a summary of your rights and obligations.
- Do not sign this agreement if there is anything in it that you do not understand.
- Please refer to [Renters Guide](#) for details about your rights and responsibility.
- For further information, visit the renting section of the Consumer Affairs Victoria (CAV) website at [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call 1300 558 181.

## PART A – BASIC TERMS

This agreement is between the residential rental provider (rental provider) and the renter(s) listed on this form.

### 1. Date of agreement

This is the date the agreement is signed: 15.2.23

If the agreement is signed by the parties on different days, the date of the agreement is the date the last person signs the agreement.

### 2. Premises let by the rental provider

Address of premises

Street: 4/21 Leith Street  
Suburb: Newborough State: VIC Postcode: 3825

### 3. Rental provider's details

Full name or Company name: Mustiola Aitchison  
ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name or Company name: \_\_\_\_\_  
ABN/ACN (if applicable): \_\_\_\_\_

(Please fill out details below where no agent is acting for the rental provider)

Address: \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

### Rental provider's agent's details

Full name: BRDLP Pty Ltd  
Trading name: BRDLP Pty Ltd as agents for Nutrien Harcourts  
Address: 35 Albert Street  
MOE State: VIC Postcode: 3825  
Phone number: 5127 7777 ABN/ACN (if applicable): 26434534356  
Email address: jacinda.assender@nutrien.com.au

Note: The rental provider must notify the renter within 7 days if any of this information changes.

*Handwritten initials/signature*

**4. Renter details**

Each renter that is a party to the agreement must provide their details here.

Full name of renter 1: Kenneth Grahame

Current address: 4/21 Leith Street

Newborough State: VIC Postcode: 3825

Phone number: \*\*\*\*\* ABN/ACN: \_\_\_\_\_ Email: kengrahame2@gmail.com

Full name of renter 2: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \*\*\*\*\* Email: \_\_\_\_\_

Full name of renter 3: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Full name of renter 4: \_\_\_\_\_

Current address: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Note: If there are more than four renters, include details on an extra page.

**5. Length of the agreement**

Fixed term agreement 12 months

Start date: 30 / 03 / 2023

(this is the date the agreement starts and you may move in)

End date: 31 / 03 / 2024

Periodic agreement (monthly) Start date: \_\_\_\_\_

Note: A periodic (e.g. month by month) rental agreement will be formed at the end of the fixed term agreement if the renter and rental provider do not sign a new fixed term agreement and the renter stays in the property.

**6. Rent**

Rent amount (\$) (payable in advance) \$230.00

To be paid per  week  fortnight  calendar month

Day rent is to be paid Thursday

(e.g. each Thursday or the 11th of each month)

Date first rent payment due: 30 / 03 / 2023

**7. Bond**

- The renter has been asked to pay the bond specified below.
- The maximum bond is 1 months' rent (unless the rent is more than \$900 per week). In some cases, the rental provider may ask the Victorian Civil and Administrative Tribunal (VCAT) to increase this limit.
- The rental provider or their agent must lodge the bond with the Residential Tenancies Bond Authority (RTBA) within 10 business days after receiving payment. The RTBA will send the renter a receipt for the bond.
- If the renter does not receive a receipt within 15 business days of paying the bond, they can email the RTBA at [rtba@justice.vic.gov.au](mailto:rtba@justice.vic.gov.au), or call the RTBA at 1300 13 71 64.

Bond amount (\$): \$996.00

Date bond payment due: \_\_\_\_\_


05.9

**PART B – STANDARD TERMS**

**8. Rental provider's preferred methods of rent payment**

- The rental provider must permit a fee-free method (other than the renter's own bank fees) payment and must allow the renter to use Centrepay or another form of electronic funds transfer.
- The renter is entitled to receive a receipt from the rental provider confirming payment of rent.

(Rental provider to tick available methods of rent payment)

direct deposit    
  bank deposit    
  cash    
  cheque or money order    
  

other electronic form of payment, including Centrepay Centrepay: 555 136 760 B

Payment details: Bendigo Bank

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BSB no. 633 000     Account no. 184 767 069

Account name     BRDLP Trust Account

Payment reference     Surname & Tenancy I.D 100401

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**9. Service of notices and other documents by electronic methods**

- Electronic service of documents must be in accordance with the requirements of the *Electronic Transactions (Victoria) Act 2000*.
- Just because someone responds to an email or other electronic communications does not mean they have consented to the service of notices and other documents by electronic methods.
- The renter and rental provider must notify the other party in writing if they no longer wish to receive notices or other documents by electronic methods.
- The renter and rental provider must immediately notify the other party in writing if their contact details change.

**9.1 Does the rental provider agree to the service of notices and other documents by electronic methods, such as email?**

The rental provider must complete this section before giving the agreement to the renter.

(Rental provider to tick as appropriate)

Rental provider 1:     yes     no

Rental provider 2:     yes     no

**9.2 Does the renter agree to the service of notices and other documents by electronic methods such as email?**

(Renter to tick as appropriate)

Renter 1:             yes     no

Renter 2:             yes     no

Renter 3:             yes     no

Renter 4:             yes     no

(The option to consent should be provided to each renter who is party to the agreement)

**10. Urgent repairs**

- The rental provider must ensure that the rental property is provided and maintained in good repair.
- If there is a need for an urgent repair, the renter should notify the rental provider in writing.
- For further information on seeking repairs see **Part D** below.

Details of person the renter should contact for an urgent repair (rental provider to insert details).

Emergency contact name            Rebecca Robinson

Emergency contact phone number   0447 049 555

Emergency contact email address   rebecca.robinson@nutrien.com.au



### 11. Professional cleaning

The rental provider must not require the renter to arrange professional cleaning or cleaning to a professional standard at the end of the tenancy, unless:

- professional cleaning or cleaning to a professional standard was carried out to the rented premises immediately before the start of the tenancy and the renter was advised that professional cleaning or cleaning to a professional standard had been carried out to those premises immediately before the start of the tenancy; or
- professional cleaning or cleaning to a professional standard is required to restore the rented premises to the same condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

The renter must have all or part of the rented premises professionally cleaned, or pay the cost of having all or part of the rented premises professional cleaned, if professional cleaning becomes required to restore the premises to the condition they were in immediately before the start of the tenancy, having regard to the condition report and taking into account fair wear and tear.

### 12. Owners corporation (formerly body corporate)

Do owners corporation rules apply to the premises? (Rental provider to tick as appropriate)

no       yes

If yes, the rental provider must attach a copy of the rules to this agreement.

### 13. Condition report

The renter must be given two copies of the condition report (or one emailed copy) on or before the date the renter moves into the rented premises.

(Rental provider to tick as appropriate)

- The condition report has been provided.  
 The condition report will be provided to the renter on or before the date the agreement starts.

## PART C – SAFETY-RELATED ACTIVITIES

### 14. Electrical safety checks

- The rental provider must ensure an electrical safety check is conducted every two years by a licensed or registered electrician of all electrical installations, appliances and fittings provided by a rental provider in the rented premises, and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- If an electrical safety check of the rented premises has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange an electrical safety check as soon as practicable.

### 15. Gas safety activities

This safety-related activity only applies if the rented premises contains any appliances, fixtures or fittings which use or supply gas.

- (a) The rental provider must ensure a gas safety check is conducted every two years by a licensed or registered gasfitter of all gas installations and fittings in the rented premises and must provide the renter with the date of the most recent safety check, in writing, on request of the renter.
- (b) If a gas safety check has not been conducted within the last two years at the time the renter occupies the premises, the rental provider must arrange a gas safety check as soon as practicable.

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- (a) The rental provider must ensure that:
- (i) any smoke alarm is correctly installed and in working condition; and
  - (ii) any smoke alarm is tested according to the manufacturer's instructions at least once every 12 months; and
  - (iii) the batteries in each smoke alarm are replaced as required.
- (b) The rental provider must immediately arrange for a smoke alarm to be repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.

**Note:** Repair or replacement of a hard-wired smoke alarm must be undertaken by a suitably qualified person.

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- (c) The rental provider, on or before the commencement of the agreement, must provide the renter with the following information in writing:
- (i) Information about how each smoke alarm in the rented premises operates;
  - (ii) Information about how to test each smoke alarm in the rented premises;
  - (iii) Information on the renter's obligations to not tamper with any smoke alarms and to report if a smoke alarm in the rented premises is not in working order.
- (d) The renter must give written notice to the rental provider as soon as practicable after becoming aware that a smoke alarm in the rented premises is not in working order.

**Note:** Regulations made under the *Building Act 1993* require smoke alarms to be installed in all residential buildings.

#### 17. Swimming pool barrier safety activities

These safety-related activities only apply if the rented premises contains a swimming pool.

- (a) The rental provider must ensure that the swimming pool barrier is maintained in good repair.
- (b) The renter must give written notice to the rental provider as soon as practicable after becoming aware that the swimming pool barrier is not in working order.
- (c) The rental provider must arrange for a swimming pool barrier to be immediately repaired or replaced as an urgent repair if they are notified by the renter that it is not in working order.
- (d) The rental provider must provide the renter with a copy of the most recent certificate of swimming pool barrier compliance issued under the *Building Act 1993* on the request of the renter.

#### 18. Relocatable swimming pool safety activities

These safety-related activities only apply if a relocatable swimming pool is erected, or is intended to be erected, at the rented premises.

- (a) The renter must not erect a relocatable swimming pool without giving written notice to the rental provider before erecting the pool.
- (b) The renter must obtain any necessary approvals before erecting a relocatable swimming pool.

**Note:** Regulations made under *Building Act 1993* apply to any person erecting a relocatable swimming pool.

This safety-related activity only applies to swimming pools or spas that hold water deeper than 300 mm.

#### 19. Bushfire prone area activities

This safety-related activity only applies if the rented premises is in a bushfire prone area and is required to have a water tank for bushfire safety.

- (a) If the rented premises is in a designated bushfire prone area under section 192A of the *Building Act 1993* and a water tank is required for firefighting purposes, the rental provider must ensure the water tank and any connected infrastructure is maintained in good repair as required.
- (b) The water tank must be full and clean at the commencement of the agreement.

K.S.

## PART D – RIGHTS AND OBLIGATIONS

This is a summary of selected rights and obligations of renters and rental providers under the *Residential Tenancies Act 1997* (the Act). Any reference to VCAT refers to the Victorian Civil and Administrative Tribunal.

For more information, visit [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting).

### Use of the premises

The renter:

- is entitled to quiet enjoyment of the premises. The rental provider may only enter the premises in accordance with the Act.
- must not use the premises for illegal purposes.
- must not cause a nuisance or interfere with the reasonable peace, comfort or privacy of neighbours.
- must avoid damaging the premises and common areas. Common areas include hallways, driveways, gardens and stairwells. Where damage occurs, the renter must notify the rental provider in writing.
- must keep the premises reasonably clean.

### Condition of the premises

The rental provider:

- must ensure that the premises comply with the rental minimum standards, and is vacant and reasonably clean when the renter moves in.
- must maintain the premises in good repair and in a fit condition for occupation.
- agrees to do all the safety-related maintenance and repair activities set out in Part C of the Agreement.

The renter:

- must follow all safety-related activities set out in Part C of the agreement and not remove, deactivate or otherwise interfere with the operation of prescribed safety devices on the premises.

### Modifications

The renter:

- may make some modifications without seeking the rental provider's consent. These modifications are listed on the Consumer Affairs Victoria website.
- must seek the rental provider's consent before installing any other fixtures or additions.
- may apply to VCAT if they believe that the rental provider has unreasonably refused consent for a modification mentioned in the Act.
- at the end of the agreement, must restore the premises to the condition it was in before they moved in (excluding fair wear and tear). This includes removing all modifications, unless the parties agree they do not need to be removed.

The rental provider:

- must not unreasonably refuse consent for certain modifications.

A list of the modifications that the rental provider cannot unreasonably refuse consent for is available on the Consumer Affairs Victoria website [consumer.vic.gov.au/renting](http://consumer.vic.gov.au/renting).

### Locks

- The rental provider must ensure the premises:
  - has locks to secure all windows capable of having a lock; and
  - has deadlocks (a deadlock is a deadlatch with at least one cylinder) for external doors that are able to be secured with a functioning deadlock; and
  - meets the rental minimum standards for locks and window locks.
- External doors which are not able to be secured with a functioning deadlock must at least be fitted with a locking device that:
  - is operated by a key from the outside; and
  - may be unlocked from the inside with or without a key.
- The renter must obtain consent from the rental provider to change a lock in the master key system.
- The rental provider must not unreasonably refuse consent for a renter seeking to change a lock in the master key system.
- The rental provider must not give a key to a person excluded from the premises under a:
  - a family violence intervention order; or
  - a family violence safety notice; or
  - a recognised non-local DVO; or
  - a personal safety intervention order.

### Repairs

- Only a suitably qualified person may do repairs – both urgent and non-urgent.

### Urgent Repairs

Section 3(1) of the Act defines *urgent repairs*. Refer to the Consumer Affairs Victoria website for the full list of urgent repairs and for more information, visit [consumer.vic.gov.au/urgentrepairs](http://consumer.vic.gov.au/urgentrepairs).

Urgent repairs include failure or breakdown of any essential service or appliance provided for hot water, cooking, heating or laundering supplied by the rental provider.

The rental provider must carry out urgent repairs after being notified.

A renter may arrange for urgent repairs to be done if the renter has taken reasonable steps to arrange for the rental provider to immediately do the repairs and the rental provider has not carried out the repairs.

If the renter has arranged for urgent repairs, the renter may be reimbursed directly by the rental provider for the reasonable cost of repairs up to \$2500.

K E

The renter may apply to VCAT for an order requiring the rental provider to carry out urgent repairs if:

- the renter cannot meet the cost of the repairs; or
- the cost of repairs is more than \$2500; or
- the rental provider refuses to pay the cost of repairs if it is carried out by the renter.

#### Non-urgent repairs

- The renter must notify the rental provider, in writing, as soon as practicable of:
  - damage to the premises.
  - a breakdown of facilities, fixtures, furniture or equipment supplied by the rental provider.
- The rental provider must carry out non-urgent repairs in a reasonable time.
- The renter may apply to VCAT for an order requiring the rental provider to do the repairs if the rental provider has not carried out the repairs within 14 days of receiving notice of the need for repair.

#### Assignment or sub-letting

The renter:

- must not assign (transfer to another person) or sub-let the whole or any part of the premises without the written consent of the rental provider.

The rental provider may give the renter notice to vacate if the renter assigns or sub-lets the premises without consent.

The rental provider:

- cannot unreasonably withhold consent to assign or sub-let the premises; and
- must not demand or receive a fee or payment for consent, other than any reasonable expenses incurred by the assignment.

#### Rent

- The rental provider must give the renter at least 60 days' written notice of a proposed rent increase.
- The rent cannot be increased more than once every 12 months.
- If the rental provider or agent does not provide a receipt for rent, the renter may request a receipt.
- The rental provider must not increase the rent under a fixed term agreement unless the agreement provides for an increase.

### PART E - ADDITIONAL TERMS

#### 21. Further Details (if any)

List any additional terms to this agreement. The terms listed must not exclude, restrict or modify any of the rights and duties included in the Act.

Additional terms must also comply with the Australian Consumer Law (Victoria). For example, they cannot be unfair terms, which will have no effect. Contact Consumer Affairs Victoria on 1300 55 81 81 for further information or visit [unfair\\_contract\\_terms](http://unfair_contract_terms) at the Consumer Affairs Victoria website.

**Note:** If you need extra space, attach a separate sheet. Both the rental provider and renter should sign and date all attachments.

#### Access and entry

- The rental provider may enter the premises:
  - at any time, if the renter has agreed within the last 7 days.
  - to do an inspection, but not more than once every 6 months.
  - to comply with the rental provider's duties under the Act.
  - to show the premises or conduct an open inspection to sell, rent or value the premises.
  - to take images or video for advertising a property that is for sale or rent.
  - if they believe the renter has failed to follow their duties under the Act.
  - to do a pre-termination inspection where the renter has applied to have the agreement terminated because of family violence or personal violence.
- The renter must allow entry to the premises where the rental provider has followed proper procedure.
- The renter is entitled to a set amount of compensation for each sales inspection.

#### Pets

- The renter must seek consent from the rental provider before keeping a pet on the premises.
- The rental provider must not unreasonably refuse a request to keep a pet.

**21.1 Residential Tenancies Act 1997**

- (a) All provisions of this agreement are subject to the *Residential Tenancies Act 1997* (Victoria) ('Act').
- (b) If there is any inconsistency between a provision of this agreement and the Act, unless the Act permits otherwise, the Act will prevail.

**21.2 Renter's obligations**

The renter must not:

- (a) use the premises for any other use than its place of residence;
- (b) permit, cause or use the premises for any illegal or unauthorised purpose;
- (c) damage the premises or permit or allow any of its invitees to damage the premises;
- (d) make any modifications or alterations to the premises without the rental provider's written consent unless the modification or alterations are prescribed under the act. The rental provider must comply with the Act in granting or refusing its consent.
- (e) use any of the rental provider's fixtures or fittings for any other use than the intended use;
- (f) cause or permit any interference, nuisance or an invasion of peace or privacy to any neighbouring premises;
- (g) park any vehicles, motorcycles, bicycles or scooters inside the premises and only park such vehicles in an area agreed to by the rental provider;
- (h) use any machinery or equipment owned by the rental provider and left on the premises other than in accordance with the rental provider's or manufacturer's instructions;
- (i) permit any other person than the persons agreed by the rental provider to remain on the premises for more than 14 days;
- (j) smoke or permit any invitee to smoke within the premises;
- (k) without the consent of the rental provider:
  - (i) affix any satellite dishes, television cables or antennas to the premises;
  - (ii) install any air-conditioning units on the premises; or
  - (iii) alter, replace or remove any locks and security devices to the premises other than on the letterbox,and the rental provider must comply with the Act in granting or refusing its consent and it may provide as a condition of consent and that the renter returns the premises to its original condition at the end of the tenancy or that any modification be completed by a suitably qualified person or that the renter pay an additional amount of bond.

**21.3 Maintenance and repairs**

- (a) The renter must:
  - (i) keep the premises in good condition and repair (subject to reasonable wear and tear);
  - (ii) replace at its own cost all blown or damaged light bulbs, LED lights and fluorescent tubes throughout the tenancy and ensure that all lighting is in a working condition at the end of the tenancy;
  - (iii) make good any damage to the premises caused by the renter or its invitees;
  - (iv) keep the premises clear of any rubbish;
  - (v) dispose of rubbish in accordance with council rules/guidelines and use the appropriate bins provided by or recommended by council;
  - (vi) regularly maintain the gardens (including but not limited to mowing lawns, removing weeds and watering plants, shrubs, trees and flowers) to the same standard as at the commencement of this agreement; and
  - (vii) not do anything which may damage or block any drains (including but not limited to gutters, downpipes and stormwater drains); and
  - (viii) keep the tenancy clean and free from mould, fungi and damp caused by, or related to, the renter's use of the tenancy.

**21.4 Owners Corporation**

- (a) If the *Owners Corporation Act 2006* (Victoria) applies to this agreement the rental provider must give the renter a copy of the rules of the owners corporation at the commencement of the tenancy.
- (b) The renter must comply with the rules of the owners corporation at all times during the tenancy.

**21.5 End of occupancy**

At the expiration or earlier determination of this agreement, the renter must:

- (a) deliver vacant possession of the premises to the rental provider;
- (b) deliver to the rental provider or its agent all keys and security devices;
- (c) leave the premises in the same conditions (fair wear and tear excepted) as set out in the condition report; and
- (d) remove all of the renter's premises and belongings (including fixtures and modifications where required) from the premises and rectify any damage (at the renter's cost) caused by such removal.

**21.6 Insurance**

- (a) In relation to insurance policies taken out by the rental provider in respect of the Premises, the renter must not do any act or omission which would make an insurance policy invalid.
- (b) The renter acknowledges that it will be responsible to insure its contents (at its own cost).

**21.7 Release**

- (a) The renter releases the rental provider from any claims, losses, liabilities and/or expenses ('Loss') the renter suffers in connection with the premises or arising out of this agreement, unless such Loss is caused by the rental provider or its agent or someone acting on their behalf.
- (b) The release provided by the renter survives the expiration or termination of this agreement.

**21.8 Privacy**

- (a) As part of the rental provider leasing the premises to the renter, the renter will be required to give the rental provider or its agent Personal Information (as defined in the *Privacy Act 1998* (Cth)).
- (b) Subject to the *Privacy Act 1998* (Cth), the renter consents to providing such information and permits the rental provider and/or its agent to disclose the information to third parties.
- (c) If the rental provider or its agent is required to maintain a privacy policy in accordance with the *Privacy Act 1998* (Cth), upon request from the renter, the rental provider or its agent must provide the renter with a copy of its privacy policy.

**21.9 Counterparts and Execution**

- (a) This agreement may be executed in any number of counterparts. All counterparts together will be taken to constitute one instrument of the relevant document.
- (b) A copy of an original executed counterpart sent by facsimile machine, email or link emailed:
  - (i) must be treated as an original counterpart;
  - (ii) is sufficient evidence of the execution of the original; and
  - (iii) may be produced in evidence for all purposes in place of the original.
- (c) Each party consents to this agreement being signed by any other party in accordance with an electronic communication method and being given or produced by electronic communication, including by link emailed to a party to download an electronic copy.
- (d) Without limiting **clause 21.9(c)**, the parties acknowledge and agree that electronic signatures will constitute a signature and have the same quality of integrity as a written signature including if the signature is:
  - (i) computer generated;
  - (ii) by computer pen;
  - (iii) by a typed mark or name; or
  - (iv) physically signed on paper and scanned electronically.
- (e) The parties to this agreement agree that, despite any other clause of this agreement and despite custom, practice or code otherwise followed in respect of similar documents to this agreement, if executed electronically this agreement:
  - (i) is made on its execution by all parties to it (including electronic signature);
  - (ii) need not be executed and exchanged in counterparts; and
  - (iii) constitutes an original document in an electronic format.

*h.s*

21.10 Additional Terms

[Empty rectangular area for additional terms]

22. Signatures

This agreement is made under the *Residential Tenancies Act 1997*.

Before signing you must read **Part D-Rights and Obligations** in this form which outlines your rights and obligations.

Rental provider

Signature of rental provider 1 (or managing agent)

*[Handwritten signature]*  
15/3/23

Dated

Signature of rental provider 2 (or managing agent)

Dated



Renter

All renters listed must sign this residential rental agreement.

Signature of renter 1

*[Handwritten signature]*  
15.3.23

Dated

Signature of renter 2

Dated



Signature of renter 3

Signature of renter 4

Dated

Dated

**Note:** Each renter who is a party to the agreement must sign and date here. If there are more than 4 renters, include details on an extra page.





# Valuation and Rates Notice

For the period 1 July 2023 to 30 June 2024



029 04567

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

To be eligible for the instalment program and receive reminder notices, you must pay the first instalment in full by 30 September 2023

Assessment number: 390989

Issue date: 17/08/2023

## Your payment options:

### Pay by instalment

Instalment 1 -  
Due: 30 Sept 2023

Instalment 2 -  
Due: 30 Nov 2023

Instalment 3 -  
Due: 28 Feb 2024

Instalment 4 \$46.05  
Due: 31 May 2024

OR

### Full payment

Due date: \$46.05  
15 February 2024

## Property: 1/21 Leith Street, NEWBOROUGH VIC 3825

Description: L 30 LP 19000  
AVPCC: 131 - Residential Investment Flats  
(see reverse)

Capital Improved Value (CIV): \$145,000 Valuation date: 01/01/2023  
Effective as at: 01/07/2023

## Payments

Payments since 01 July 2023 -\$1,041.60

## Council rates and charges

General Rates Residential (0.00293783 x CIV)	\$426.00
Municipal Charge	\$149.00
Garbage Charge (Rubbish x1, Recycling x1, Green Waste x0)	\$348.00

## State government charges

Fire Service Property Levy - Residential (0.000046 x CIV)	\$6.65
Fire Services Property Levy Fixed Charge	\$125.00
EPA Victoria Landfill Levy	\$33.00

**Total amount payable** \$46.05

## Payment Plan or Difficulty paying on time?

Contact us to apply for an alternative payment plan. Phone 1300 367 700 or email rates@latrobe.vic.gov.au

Payments made on or after 11 August 2023 may not be included

- Full payment: \$46.05  
 Instalment: \$46.05

Assessment number: 390989  
Property: 1/21 Leith Street, NEWBOROUGH VIC 3825



Billers Code: 6072  
Ref: 390989

Pay 24 hours a day by phone or internet, direct from your bank account or via BPAY View.



Billers Code: 0359  
Ref: 390989

Pay 24 hours a day by credit card:

Online: [www.auspost.com.au/postbillpay](http://www.auspost.com.au/postbillpay)  
Phone: 13 18 16



\*359 390989

Council Use Only



## Direct debit

To arrange regular deductions, including weekly, fortnightly or monthly, from your bank account. Visit [www.latrobe.vic.gov.au/directdebit](http://www.latrobe.vic.gov.au/directdebit) or call 1300 367 700 to obtain a direct debit form.

## In person

At any Latrobe City Service Centre or Library, (locations on reverse) or Australia Post outlet.

## Mail

Detach this slip and send with payment to: Latrobe City Council PO BOX 264, Morwell VIC 3840.

## Centrepay


To arrange regular deductions from your Centrelink payment, please use your Centrelink online account, Express Plus Centrelink mobile app or you can contact Centrelink in person or by phone and quote reference number (CRN): 555 070 553H.

## You now have a choice

...receive your rates notice by email.

Visit: <https://erates.latrobe.vic.gov.au/erates>  
See page three for more details.

Please retain this notice for your records as a fee of \$21.00 may be charged for replacement copies. Or, see page three for instructions on how to register for electronic notices in order to obtain a replacement copy free of charge.

More information   
overpage

## Property Valuation and Rates

The **Capital Improved Value (CIV)** is the total market value of your property, including your **Site Value** (land value) plus the value of any buildings or other improvements.

Your property is revalued every year by an independent valuer appointed by the Valuer-General of Victoria (VGV) who is the sole valuation authority. Learn more and for FAQs visit

[www.latrobe.vic.gov.au/valuation](http://www.latrobe.vic.gov.au/valuation)

All properties in Victoria were revalued in January 2023. Therefore, your rates may have changed this year because a revaluation of your property has occurred.

Valuations vary depending on the current market, the size and quality of building construction, improvements such as pools or landscaping and the land size and location.

The VGV provides valuations to councils and the State Revenue Office for the purposes of council rates, land tax, and the Fire Services Property Levy.

Your rates are a property tax, calculated by multiplying the Capital Improved Value of your property by the rate in the dollar as determined by Council (see 'Rates charge' overpage).

For more information go to [www.propertyandlandtitles.vic.gov.au/valuation/council-valuations](http://www.propertyandlandtitles.vic.gov.au/valuation/council-valuations)

Your property valuation as at 01 January 2023

Capital Improved Value (includes Site Value)	\$145,000.00
Site Value only	\$60,000.00
Net Annual Value	\$7,250.00

## What is an AVPCC?

An AVPCC is an Australian Valuation Property Classification Code. An AVPCC is allocated to each property by the valuer (appointed by the Valuer-General of Victoria) according to the use of the land – e.g. house, shop, farm. The land use classification is then used to calculate the Fire Services Property Levy.

## Objections to Valuation

If you disagree with your property valuation or Australian Valuation Property Classification Code (AVPCC) you have a right to lodge an objection within 60 days from the issue date on this notice. Please submit your objection online at: <https://ratingvaluationobjections.vic.gov.au/>

Or learn more by visiting

[www.latrobe.vic.gov.au/objections](http://www.latrobe.vic.gov.au/objections)

## Other Objections

If you disagree with any other rate or charge you have a right under the Local Government Act 1989 (the Act) to:

- Apply to the Victorian Civil and Administration Tribunal under section 183 of the Act for a review in relation to a differential rating;
- Appeal to the County Court under section 184 of the Act for a review in relation to a rate or charge;

Your appeal must be lodged within 60 days from the issue date on this notice.

The grounds for appealing and the procedure for making an application are set out in the respective sections of the Act listed above.

## Financial hardship

You may be eligible to apply for the deferral or waiver of your rates, charges or levies if you are assessed by Council as experiencing genuine financial hardship. Visit our website to learn more about your eligibility.

## State Government Pension Concession

If you have an eligible Pensioner Concession Card or Veterans' Affairs Gold Card and you meet the eligibility criteria you may be entitled to a State Government concession on your rates of up to \$253.20. If your concession does not appear on your rates notice, then download an application form at [www.latrobe.vic.gov.au/concession](http://www.latrobe.vic.gov.au/concession) or collect one from any of our service centres.

Eligible pensioners and veterans also receive a \$50 State Government concession on the Fire Services Property Levy.

A Health Care Card or Seniors Card does not entitle the holder to a concession.

## Change of details

Change your contact details, including postal address and property ownership, by visiting [www.latrobe.vic.gov.au/changemydetails](http://www.latrobe.vic.gov.au/changemydetails) or contact us.

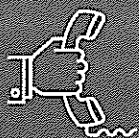
## Privacy

Personal information included in this notice is used by Latrobe City Council for the primary purpose of issuing and collecting municipal rates, or for a lawful secondary purpose.

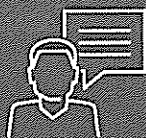
Your personal information may also be disclosed to other government agencies in relation to matters that may potentially affect you or your property, or debt collection agencies where rates remain unpaid.

Visit our website to read our privacy policy.

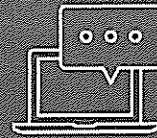
## Any questions?



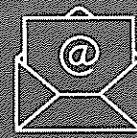
1300 367 700  
Weekdays  
8.30am to 5.15pm



In person at our  
service centres  
and libraries



[latrobe.vic.gov.au/rates](http://latrobe.vic.gov.au/rates)



[rates@latrobe.vic.gov.au](mailto:rates@latrobe.vic.gov.au)

### Churchill

9-11 Philip Parade

Mon – Fri: 8.30am to 5.15pm

Closed at  
lunchtimes: 12pm to 1pm

### Moe

1-29 George Street

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm

### Morwell

141 Commercial Road

Mon – Fri: 9am to 5pm

63-65 Elgin Street (Library)

Credit card only, no cash or cheques

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm

### Traralgon

34-38 Kay Street

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm

## Victorian Government's Fair Go Rates Cap Policy

Council has complied with the Victorian Government's rate cap of 3.50 percent. The cap applies to the average annual increase of rates and charges.

The rates and charges for your property may have increased or decreased by a different percentage amount for the following reasons:

- the valuation of your property relative to the valuation of other properties in the municipal district;
- the application of any differential rate by Council;
- the inclusion of other rates and charges not covered by the Victorian Government's rate cap.

Visit [www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians](http://www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians) to learn more.

## Municipal Charge

The municipal charge is part of the rates levied by Council and is intended to distribute some of the administrative costs of running Council in a fairer way. This ensures every ratepayer contributes a reasonable amount toward these costs. If there were no municipal charge, the rate in the dollar would be higher for everyone.

## Fire Services Property Levy

Council is required to collect the Fire Services Property Levy on behalf of the Victorian State Government to help fund the Country Fire Authority. The levy includes a fixed charge payable by all property owners, plus a variable levy which is calculated based on your land classification and Capital Improved Value of your property.

If you believe your land has been incorrectly classified for the purposes of this levy, you have a right to object within 60 days. Please submit your objection online at <https://ratingvaluationobjections.vic.gov.au/>

## Allocation of Payments Received

Payments received by Council will be allocated in the following order of priority:

Dishonour Fees, legal fees, interest, arrears, current rates and charges.

## Interest

Overdue amounts attract interest of 10% per annum.

## Dishonour Fee

A dishonour fee of \$9.00 will be added to your account for each dishonoured payment.

## Why does the following information appear on my rates notice?

Changes to the Local Government (General) Amendment Regulations 2023 require that we provide you with details of the rate set for every type or class of land subject to a differential rate and the amount that would be payable for each class of land if your land constituted that type or class of land.

The changes also require that we insert the name of the property owner(s) on your notice.

Type/Class of Land	Differential Rate	CIV	Amount that would be payable
General	0.00293783	\$145,000	\$426.00
Farm	0.00220337	\$145,000	\$319.50
Derelict	0.00881348	\$145,000	\$1,277.95

## Property Owner(s) Name(s):

Mrs M C Aitchison

### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Read** the instructions

**Input** your details

**Read** the important information

**Accept** the declarations

**Click** the button to register

After registering, we will send you an email. It's important that you...

**Click the link** in this email to activate your registration.

You will then be set up to receive your rates notices via email.

### Obtain a copy of your rates notice free of charge

#### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Click** 'Create Your Account' button

**Read** the instructions

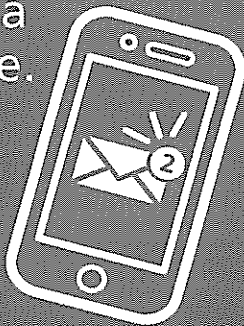
**Input** your details

**Click** 'Create Your Account' button

After registering we will send you an email.

It's important that you...**click the link** in the email to activate your registration.

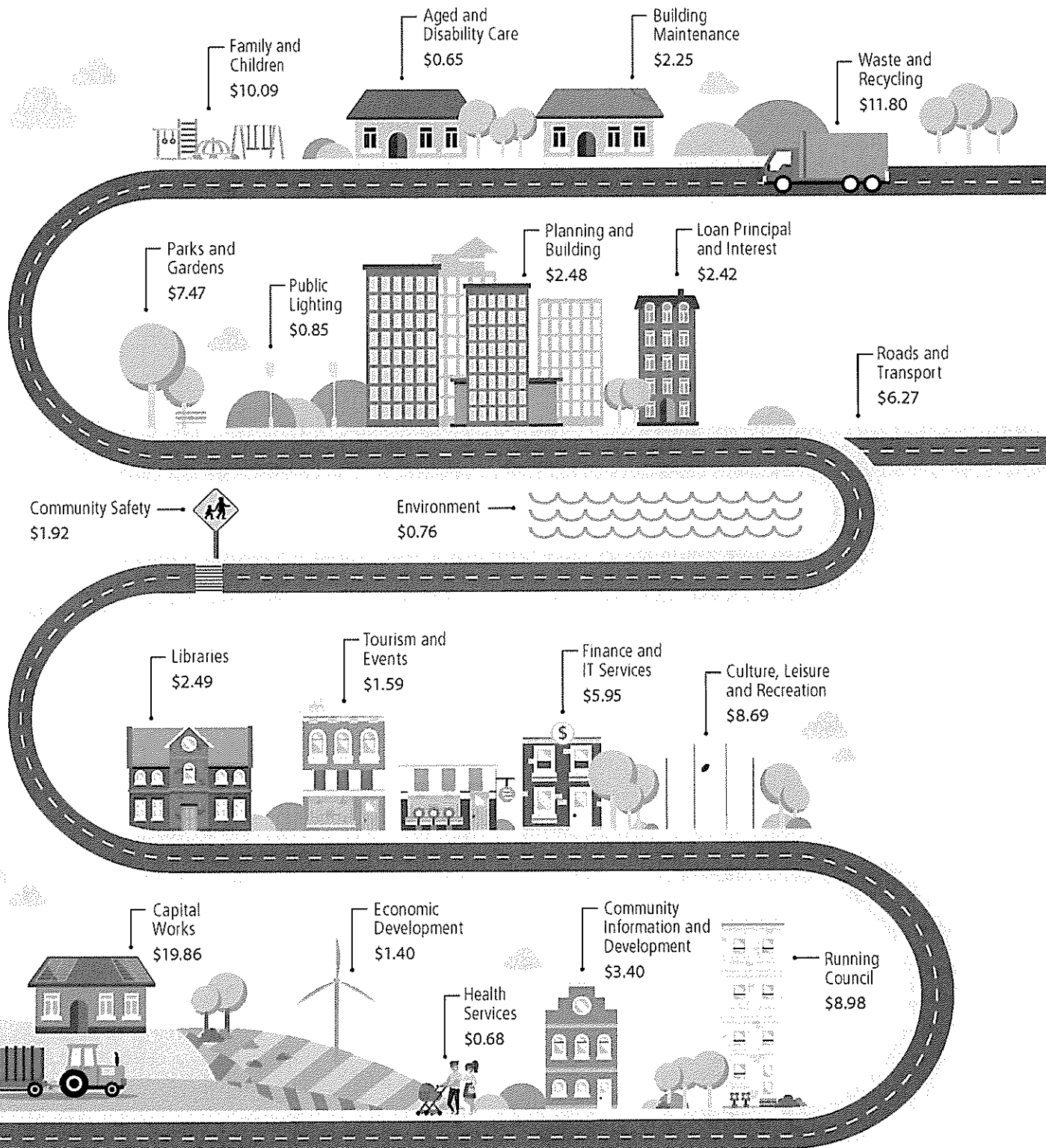
You now have a choice.



Chose to receive your rates notice by email.

# Latrobe City Council 2023/24 Budget

## How \$100 of your rates are spent



2023/24

# Hard & Green Waste Coupons

See below for changes to service



029 04567

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

Below are your coupons for disposal of general hard waste or green waste at Transfer Stations only. Bookings for collections are no longer required.



### REMEMBER:

Keep up to date with the latest hard waste collection information via the Council website, on social media, local Radio and in the Latrobe Valley Express.

### WHAT DO THE COUPONS ALLOW?

Hard waste is not general household rubbish

Each coupon allows the free disposal of up to **one cubic metre** of acceptable hard waste items OR up to **one cubic metre** of green waste.

For more information visit [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

It does not include asbestos, liquids, chemicals or other waste types not accepted at the landfill or the PineGro recycling facility.

Any hard waste in excess of one cubic metre per coupon will be charged at the applicable rate.

### WHEN CAN I USE THESE COUPONS?

Coupons can be presented at any of our transfer stations during normal operating hours and are valid until 31 July 2024

Coupons must be presented at time of disposal. You can present either a single coupon or both coupons together for a single load. The transfer station attendant will retain your coupon to be recorded on Council's record management system.

### HARDWASTE COLLECTIONS

Council will commence a free hard waste collection in November 2023

Any resident who currently receives a kerbside collection will be able to place acceptable items out during their locality's advertised pick up time. Locality pick up times will be advertised in the Latrobe Valley Express, on Facebook and local Radio.

These residents will also have the option of an additional PAID hard waste collection. These can be booked through WM Waste Management Services on 1300 969 278. WM Waste Management Service will then contact residents to notify them of their pickup time.

M004567Q03 01 1244 #87655

2023/24

## Hard and Green Waste Disposal Coupon

Present this coupon at any Latrobe City Transfer Station or PineGro Facility for:

Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

1/21 Leith Street  
NEWBOROUGH VIC 3825



390989 2024 01

Valid to 31 July 2024  
(see back for details)



2023/24

TEAR HERE

## Hard and Green Waste Disposal Coupon

Present this coupon at any Latrobe City Transfer Station or PineGro Facility for:

Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

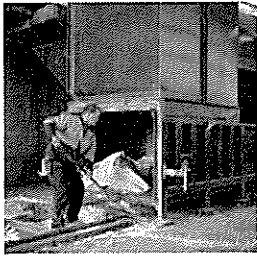
1/21 Leith Street  
NEWBOROUGH VIC 3825



390989 2024 02

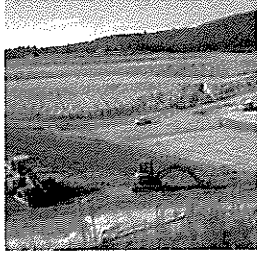
Valid to 31 July 2024  
(see back for details)





## Latrobe City Council

**Phone** 1300 367 700  
(cost of local call Australia wide)  
**Web** [www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)  
**Email** [latrobe@latrobe.vic.gov.au](mailto:latrobe@latrobe.vic.gov.au)  
**Post** PO Box 264, Morwell VIC 3840



## Transfer Stations

**Management** Latrobe Waste & Recycling  
**Phone** 0418 260 466

### Morwell Transfer Station

Porter's Road (off Tramway Road), Morwell  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 8am to 3pm  
Sat to Sun, 9am to 2pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

### Traralgon Transfer Station

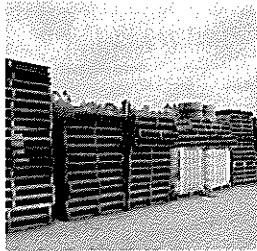
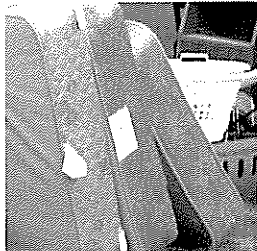
Depot Road (off Liddiard Road), Traralgon  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 11am to 5pm  
Sat to Sun, 12pm to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

### Moe Transfer Station

Haunted Hills Road, Newborough  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Seven days per week  
12.30pm to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

### Yinnar Transfer Station

Whitelaws Track, Yinnar South  
**Payment facilities** Cash, no cheque or EFTPOS  
**Opening hours** Sat to Sun, 9.30am to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



## PineGro (green waste)

**Moe**  
31 Walhalla Road, Moe

**Payment facilities** Cash, no cheques or EFTPOS  
**Opening hours** Sat and Sun, 10am to 4pm

### Morwell

Monash Way (2km from freeway entrance), Morwell  
**Phone** (03) 5122 2036

**Payment facilities** Cash, no cheques  
No EFTPOS on weekends or  
public holidays

**Opening hours** Mon to Fri, 8.30am to 3.30pm,  
Sat and Sun, 9am to 4pm

### Traralgon

Rocla Road (0.5 km from Princes Highway), Traralgon

**Payment facilities** Cash, no cheques or EFTPOS

**Opening hours** Sat and Sun, 9am to 4pm

PRINTED July 2023

Information within this document was correct at time  
of print and is subject to change without prior notice.

## Hard and Green Waste Disposal Coupon

### Conditions of Use

- Coupons must be presented at time of disposal
- Waste in excess of one cubic metre will be charged at the applicable rate
- This coupon is not transferable
- Council may reserve the right not to replace lost or discarded coupons

#### IMPORTANT:

- Acceptable hard waste does not include tyres, asbestos, building or demolition waste
- Some items are never acceptable
- You can find a detailed list of acceptable materials at [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

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# Valuation and Rates Notice

For the period 1 July 2023 to 30 June 2024



029 04566

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

To be eligible for the instalment program and receive reminder notices, you must pay the first instalment in full by 30 September 2023

Assessment number: 390997  
Issue date: 17/08/2023

## Your payment options:

### Pay by instalment

Instalment 1 \$283.20  
Due: 30 Sept 2023

Instalment 2 \$283.15  
Due: 30 Nov 2023

Instalment 3 \$283.15  
Due: 28 Feb 2024

Instalment 4 \$283.15  
Due: 31 May 2024

OR

### Full payment

Due date: \$1,132.65  
15 February 2024

## Property: 2/21 Leith Street, NEWBOROUGH VIC 3825

Description: L 30 LP 19000  
AVPCC: 131 - Residential Investment Flats  
(see reverse)

Capital Improved Value (CIV): \$145,000 Valuation date: 01/01/2023  
Effective as at: 01/07/2023

## Payments

### Council rates and charges

General Rates Residential (0.00293783 x CIV)	\$426.00
Municipal Charge	\$149.00
Garbage Charge (Rubbish x1, Recycling x1, Green Waste x1)	\$393.00

### State government charges

Fire Service Property Levy - Residential (0.000046 x CIV)	\$6.65
Fire Services Property Levy Fixed Charge	\$125.00
EPA Victoria Landfill Levy	\$33.00

**Total amount payable** \$1,132.65

## Payment Plan or Difficulty paying on time?

Contact us to apply for an alternative payment plan. Phone 1300 367 700 or email rates@latrobe.vic.gov.au

Payments made on or after 11 August 2023 may not be included

Full payment: \$1,132.65  
 Instalment: \$283.20

Assessment number: 390997  
Property: 2/21 Leith Street, NEWBOROUGH VIC 3825



Billers Code 6072  
Ref: 390997

Pay 24 hours a day by phone or internet, direct from your bank account or via BPAY View.



Billers Code: 0359  
Ref: 390997

Pay 24 hours a day by credit card:

Online: [www.auspost.com.au/postbillpay](http://www.auspost.com.au/postbillpay)  
Phone: 13 18 16



\*359 390997

Council Use Only



## Direct debit

To arrange regular deductions, including weekly, fortnightly or monthly, from your bank account. Visit [www.latrobe.vic.gov.au/directdebit](http://www.latrobe.vic.gov.au/directdebit) or call 1300 367 700 to obtain a direct debit form.

## In person

At any Latrobe City Service Centre or Library, (locations on reverse) or Australia Post outlet.

## Mail

Detach this slip and send with payment to: Latrobe City Council PO BOX 264, Morwell VIC 3840.

## Centrepay

To arrange regular deductions from your Centrelink payment, please use your Centrelink online account, Express Plus Centrelink mobile app or you can contact Centrelink in person or by phone and quote reference number (CRN): 555 070 553H.

## You now have a choice

...receive your rates notice by email.

Visit: <https://erates.latrobe.vic.gov.au/erates>  
See page three for more details.

Please retain this notice for your records as a fee of \$21.00 may be charged for replacement copies. Or, see page three for instructions on how to register for electronic notices in order to obtain a replacement copy free of charge.

More information overpage



1004566 011239 #87655

## Property Valuation and Rates

The **Capital Improved Value (CIV)** is the total market value of your property, including your **Site Value** (land value) plus the value of any buildings or other improvements.

Your property is revalued every year by an independent valuer appointed by the Valuer-General of Victoria (VGV) who is the sole valuation authority. Learn more and for FAQs visit [www.latrobe.vic.gov.au/valuation](http://www.latrobe.vic.gov.au/valuation)

All properties in Victoria were revalued in January 2023. Therefore, your rates may have changed this year because a revaluation of your property has occurred.

Valuations vary depending on the current market, the size and quality of building construction, improvements such as pools or landscaping and the land size and location.

The VGV provides valuations to councils and the State Revenue Office for the purposes of council rates, land tax, and the Fire Services Property Levy.

Your rates are a property tax, calculated by multiplying the Capital Improved Value of your property by the rate in the dollar as determined by Council (see 'Rates charge' overpage).

For more information go to [www.propertyandlandtitles.vic.gov.au/valuation/council-valuations](http://www.propertyandlandtitles.vic.gov.au/valuation/council-valuations)

Your property valuation as at 01 January 2023

Capital Improved Value (includes Site Value)	\$145,000.00
Site Value only	\$60,000.00
Net Annual Value	\$7,250.00

## What is an AVPCC?

An AVPCC is an Australian Valuation Property Classification Code. An AVPCC is allocated to each property by the valuer (appointed by the Valuer-General of Victoria) according to the use of the land – e.g. house, shop, farm. The land use classification is then used to calculate the Fire Services Property Levy.

## Objections to Valuation

If you disagree with your property valuation or Australian Valuation Property Classification Code (AVPCC) you have a right to lodge an objection within 60 days from the issue date on this notice. Please submit your objection online at: <https://ratingvaluationobjections.vic.gov.au/>

Or learn more by visiting [www.latrobe.vic.gov.au/objections](http://www.latrobe.vic.gov.au/objections)

## Other Objections

If you disagree with any other rate or charge you have a right under the Local Government Act 1989 (the Act) to:

- Apply to the Victorian Civil and Administration Tribunal under section 183 of the Act for a review in relation to a differential rating;
- Appeal to the County Court under section 184 of the Act for a review in relation to a rate or charge;

Your appeal must be lodged within 60 days from the issue date on this notice.

The grounds for appealing and the procedure for making an application are set out in the respective sections of the Act listed above.

## Financial hardship

You may be eligible to apply for the deferral or waiver of your rates, charges or levies if you are assessed by Council as experiencing genuine financial hardship. Visit our website to learn more about your eligibility.

## State Government Pension Concession

If you have an eligible Pensioner Concession Card or Veterans' Affairs Gold Card and you meet the eligibility criteria you may be entitled to a State Government concession on your rates of up to \$253.20. If your concession does not appear on your rates notice, then download an application form at [www.latrobe.vic.gov.au/concession](http://www.latrobe.vic.gov.au/concession) or collect one from any of our service centres.

Eligible pensioners and veterans also receive a \$50 State Government concession on the Fire Services Property Levy.

A Health Care Card or Seniors Card does not entitle the holder to a concession.

## Change of details

Change your contact details, including postal address and property ownership, by visiting [www.latrobe.vic.gov.au/changemydetails](http://www.latrobe.vic.gov.au/changemydetails) or contact us.

## Privacy

Personal information included in this notice is used by Latrobe City Council for the primary purpose of issuing and collecting municipal rates, or for a lawful secondary purpose.

Your personal information may also be disclosed to other government agencies in relation to matters that may potentially affect you or your property, or debt collection agencies where rates remain unpaid.

Visit our website to read our privacy policy.

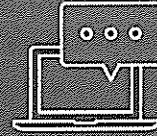
## Any questions?



1300 367 700  
Weekdays  
8.30am to 5.15pm



In person at our  
service centres  
and libraries



[latrobe.vic.gov.au/rates](http://latrobe.vic.gov.au/rates)



[rates@latrobe.vic.gov.au](mailto:rates@latrobe.vic.gov.au)

### Churchill

9-11 Philip Parade

Mon – Fri: 8.30am to 5.15pm

Closed at  
lunchtimes: 12pm to 1pm

### Moe

1-29 George Street

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm

### Morwell

141 Commercial Road

Mon – Fri: 9am to 5pm

63-65 Elgin Street (Library)

Credit card only, no cash or cheques

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm

### Traralgon

34-38 Kay Street

Mon – Fri: 8.30am to 5.15pm

Sat: 9am to 12pm



## Victorian Government's Fair Go Rates Cap Policy

Council has complied with the Victorian Government's rate cap of 3.50 percent. The cap applies to the average annual increase of rates and charges.

The rates and charges for your property may have increased or decreased by a different percentage amount for the following reasons:

- the valuation of your property relative to the valuation of other properties in the municipal district;
- the application of any differential rate by Council;
- the inclusion of other rates and charges not covered by the Victorian Government's rate cap.

Visit [www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians](http://www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians) to learn more.

## Municipal Charge

The municipal charge is part of the rates levied by Council and is intended to distribute some of the administrative costs of running Council in a fairer way. This ensures every ratepayer contributes a reasonable amount toward these costs. If there were no municipal charge, the rate in the dollar would be higher for everyone.

## Fire Services Property Levy

Council is required to collect the Fire Services Property Levy on behalf of the Victorian State Government to help fund the Country Fire Authority. The levy includes a fixed charge payable by all property owners, plus a variable levy which is calculated based on your land classification and Capital Improved Value of your property.

If you believe your land has been incorrectly classified for the purposes of this levy, you have a right to object within 60 days. Please submit your objection online at <https://ratingvaluationobjections.vic.gov.au/>

## Allocation of Payments Received

Payments received by Council will be allocated in the following order of priority:

Dishonour Fees, legal fees, interest, arrears, current rates and charges.

## Interest

Overdue amounts attract interest of 10% per annum.

## Dishonour Fee

A dishonour fee of \$9.00 will be added to your account for each dishonoured payment.

## Why does the following information appear on my rates notice?

Changes to the Local Government (General) Amendment Regulations 2023 require that we provide you with details of the rate set for every type or class of land subject to a differential rate and the amount that would be payable for each class of land if your land constituted that type or class of land.

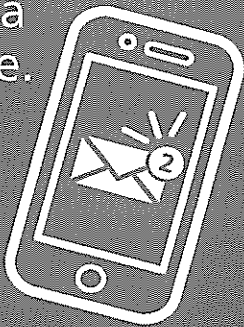
The changes also require that we insert the name of the property owner(s) on your notice.

Type/Class of Land	Differential Rate	CIV	Amount that would be payable
General	0.00293783	\$145,000	\$426.00
Farm	0.00220337	\$145,000	\$319.50
Derelict	0.00881348	\$145,000	\$1,277.95

## Property Owner(s) Name(s):

Mrs M C Aitchison

You now have a choice.



Chose to receive your rates notice by email.

### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Read** the instructions

**Input** your details

**Read** the important information

**Accept** the declarations

**Click** the button to register

After registering, we will send you an email. It's important that you..

**Click the link** in this email to activate your registration.

You will then be set up to receive your rates notices via email.

### Obtain a copy of your rates notice free of charge

#### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Click** 'Create Your Account' button

**Read** the instructions

**Input** your details

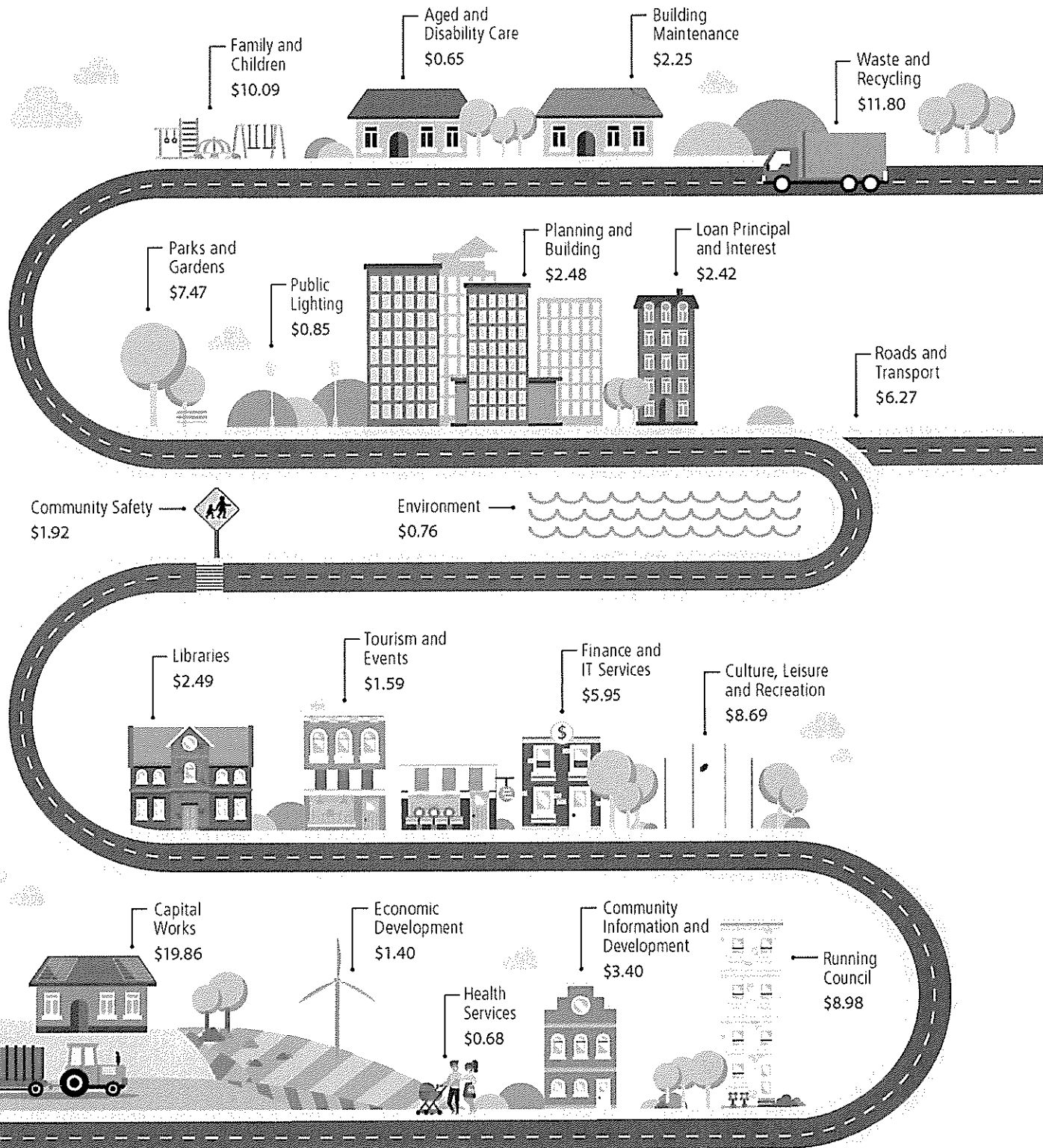
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After registering we will send you an email.

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# Latrobe City Council 2023/24 Budget

## How \$100 of your rates are spent



2023/24

# Hard & Green Waste Coupons

See below for changes to service



029 04566

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106



Below are your coupons for disposal of general hard waste or green waste at Transfer Stations only. Bookings for collections are no longer required.



### REMEMBER:

Keep up to date with the latest hard waste collection information via the Council website, on social media, local Radio and in the Latrobe Valley Express.

### WHAT DO THE COUPONS ALLOW?

Hard waste is not general household rubbish.

Each coupon allows the free disposal of up to **one cubic metre** of acceptable hard waste items OR up to **one cubic metre** of green waste.

For more information visit [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

It does not include asbestos, liquids, chemicals or other waste types not accepted at the landfill or the PineGro recycling facility  
Any hard waste in excess of one cubic metre per coupon will be charged at the applicable rate.

### WHEN CAN I USE THESE COUPONS?

Coupons can be presented at any of our transfer stations during normal operating hours and are valid until 31 July 2024  
Coupons must be presented at time of disposal. You can present either a single coupon or both coupons together for a single load. The transfer station attendant will retain your coupon to be recorded on Council's record management system.

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M004566Q03 011241 #87655

2023/24

## Hard and Green Waste Disposal Coupon

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Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

2/21 Leith Street  
NEWBOROUGH VIC 3825



390997 2024 01

Valid to 31 July 2024  
(see back for details)



2023/24

TEAR HERE

## Hard and Green Waste Disposal Coupon

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Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

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390997 2024 02

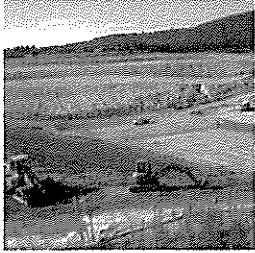
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## Latrobe City Council

**Phone** 1300 367 700  
(cost of local call Australia wide)  
**Web** [www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)  
**Email** [latrobe@latrobe.vic.gov.au](mailto:latrobe@latrobe.vic.gov.au)  
**Post** PO Box 264, Morwell VIC 3840



## Transfer Stations

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**Morwell Transfer Station**  
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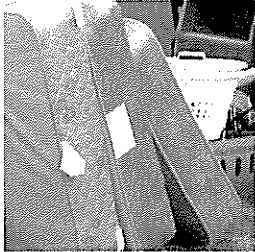
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 8am to 3pm  
Sat to Sun, 9am to 2pm

**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

**Traralgon Transfer Station**  
Depot Road (off Liddiard Road), Traralgon

**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 11am to 5pm  
Sat to Sun, 12pm to 4.30pm

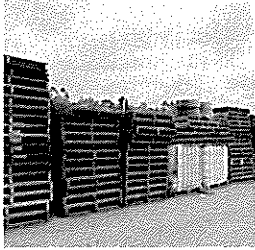
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**Moe Transfer Station**  
Haunted Hills Road, Newborough

**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Seven days per week  
12.30pm to 4.30pm

**Closed** Christmas Day, Boxing Day,  
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**Yinnar Transfer Station**  
Whitelaws Track, Yinnar South

**Payment facilities** Cash, no cheque or EFTPOS  
**Opening hours** Sat to Sun, 9.30am to 4.30pm

**Closed** Christmas Day, Boxing Day,  
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**Moe**  
31 Walhalla Road, Moe

**Payment facilities** Cash, no cheques or EFTPOS  
**Opening hours** Sat and Sun, 10am to 4pm

**Morwell**  
Monash Way (2km from freeway entrance), Morwell

**Phone** (03) 5122 2036

**Payment facilities** Cash, no cheques  
No EFTPOS on weekends or  
public holidays

**Opening hours** Mon to Fri, 8.30am to 3.30pm,  
Sat and Sun, 9am to 4pm

**Traralgon**  
Rocla Road (0.5 km from Princes Highway), Traralgon

**Payment facilities** Cash, no cheques or EFTPOS  
**Opening hours** Sat and Sun, 9am to 4pm

PRINTED July 2023

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# Valuation and Rates Notice

For the period 1 July 2023 to 30 June 2024



029 04569

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

To be eligible for the instalment program and receive reminder notices, you must pay the first instalment in full by 30 September 2023

Assessment number: 391003

Issue date: 17/08/2023

### Your payment options:

#### Pay by instalment

Instalment 1 \$283.20  
Due: 30 Sept 2023

Instalment 2 \$283.15  
Due: 30 Nov 2023

Instalment 3 \$283.15  
Due: 28 Feb 2024

Instalment 4 \$283.15  
Due: 31 May 2024

OR

#### Full payment

Due date: \$1,132.65  
15 February 2024

**Property:** 3/21 Leith Street, NEWBOROUGH VIC 3825

Description: L 30 LP 19000  
AVPCC: 131 - Residential Investment Flats  
(see reverse)

Capital Improved Value (CIV): \$145,000 Valuation date: 01/01/2023  
Effective as at: 01/07/2023

### Payments

### Council rates and charges

General Rates Residential (0.00293783 x CIV)	\$426.00
Municipal Charge	\$149.00
Garbage Charge (Rubbish x1, Recycling x1, Green Waste x1)	\$393.00

### State government charges

Fire Service Property Levy - Residential (0.000046 x CIV)	\$6.65
Fire Services Property Levy Fixed Charge	\$125.00
EPA Victoria Landfill Levy	\$33.00

**Total amount payable** \$1,132.65

### Payment Plan or Difficulty paying on time?

Contact us to apply for an alternative payment plan. Phone 1300 367 700 or email rates@latrobe.vic.gov.au

Payments made on or after 11 August 2023 may not be included

Full payment: \$1,132.65

Instalment: \$283.20

Assessment number: 391003

Property: 3/21 Leith Street, NEWBOROUGH VIC 3825



Billers Code: 6072  
Ref: 391003

Pay 24 hours a day by phone or internet, direct from your bank account or via BPAY View.



Billers Code: 0359  
Ref: 391003

Pay 24 hours a day by credit card:

Online: [www.auspost.com.au/postbillpay](http://www.auspost.com.au/postbillpay)

Phone: 13 18 16



\*359 391003

Council Use Only



### Direct debit

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### Centrepay

To arrange regular deductions from your Centrelink payment, please use your Centrelink online account, Express Plus Centrelink mobile app or you can contact Centrelink in person or by phone and quote reference number (CRN): 555 070 553H.

### You now have a choice

...receive your rates notice by email.

Visit: <https://erates.latrobe.vic.gov.au/erates>

See page three for more details.

Please retain this notice for your records as a fee of \$21.00 may be charged for replacement copies. Or, see page three for instructions on how to register for electronic notices in order to obtain a replacement copy free of charge

More information overpage



L004569 011248 #87655

## Property Valuation and Rates

The **Capital Improved Value (CIV)** is the total market value of your property, including your **Site Value** (land value) plus the value of any buildings or other improvements.

Your property is revalued every year by an independent valuer appointed by the Valuer-General of Victoria (VGV) who is the sole valuation authority. Learn more and for FAQs visit

[www.latrobe.vic.gov.au/valuation](http://www.latrobe.vic.gov.au/valuation)

All properties in Victoria were revalued in January 2023. Therefore, your rates may have changed this year because a revaluation of your property has occurred.

Valuations vary depending on the current market, the size and quality of building construction, improvements such as pools or landscaping and the land size and location.

The VGV provides valuations to councils and the State Revenue Office for the purposes of council rates, land tax, and the Fire Services Property Levy.

Your rates are a property tax, calculated by multiplying the Capital Improved Value of your property by the rate in the dollar as determined by Council (see 'Rates charge' overpage).

For more information go to [www.propertyandlandtitles.vic.gov.au/valuation/council-valuations](http://www.propertyandlandtitles.vic.gov.au/valuation/council-valuations)

Your property valuation as at 01 January 2023

Capital Improved Value (includes Site Value)	\$145,000.00
Site Value only	\$60,000.00
Net Annual Value	\$7,250.00

## What is an AVPCC?

An AVPCC is an Australian Valuation Property Classification Code. An AVPCC is allocated to each property by the valuer (appointed by the Valuer-General of Victoria) according to the use of the land – e.g. house, shop, farm. The land use classification is then used to calculate the Fire Services Property Levy.

## Objections to Valuation

If you disagree with your property valuation or Australian Valuation Property Classification Code (AVPCC) you have a right to lodge an objection within 60 days from the issue date on this notice. Please submit your objection online at: <https://ratingvaluationobjections.vic.gov.au/>

Or learn more by visiting [www.latrobe.vic.gov.au/objections](http://www.latrobe.vic.gov.au/objections)

## Other Objections

If you disagree with any other rate or charge you have a right under the Local Government Act 1989 (the Act) to:

- Apply to the Victorian Civil and Administration Tribunal under section 183 of the Act for a review in relation to a differential rating;
- Appeal to the County Court under section 184 of the Act for a review in relation to a rate or charge;

Your appeal must be lodged within 60 days from the issue date on this notice.

The grounds for appealing and the procedure for making an application are set out in the respective sections of the Act listed above.

## Financial hardship

You may be eligible to apply for the deferral or waiver of your rates, charges or levies if you are assessed by Council as experiencing genuine financial hardship. Visit our website to learn more about your eligibility.

## State Government Pension Concession

If you have an eligible Pensioner Concession Card or Veterans' Affairs Gold Card and you meet the eligibility criteria you may be entitled to a State Government concession on your rates of up to \$253.20. If your concession does not appear on your rates notice, then download an application form at [www.latrobe.vic.gov.au/concession](http://www.latrobe.vic.gov.au/concession) or collect one from any of our service centres.

Eligible pensioners and veterans also receive a \$50 State Government concession on the Fire Services Property Levy.

A Health Care Card or Seniors Card does not entitle the holder to a concession.

## Change of details

Change your contact details, including postal address and property ownership, by visiting [www.latrobe.vic.gov.au/changemydetails](http://www.latrobe.vic.gov.au/changemydetails) or contact us.

## Privacy

Personal information included in this notice is used by Latrobe City Council for the primary purpose of issuing and collecting municipal rates, or for a lawful secondary purpose.

Your personal information may also be disclosed to other government agencies in relation to matters that may potentially affect you or your property, or debt collection agencies where rates remain unpaid.

Visit our website to read our privacy policy.

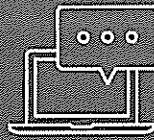
## Any questions?



1300 367 700  
Weekdays  
8.30am to 5.15pm



In person at our  
service centres  
and libraries



[latrobe.vic.gov.au/rates](http://latrobe.vic.gov.au/rates)



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## Victorian Government's Fair Go Rates Cap Policy

Council has complied with the Victorian Government's rate cap of 3.50 percent. The cap applies to the average annual increase of rates and charges.

The rates and charges for your property may have increased or decreased by a different percentage amount for the following reasons:

- the valuation of your property relative to the valuation of other properties in the municipal district;
- the application of any differential rate by Council;
- the inclusion of other rates and charges not covered by the Victorian Government's rate cap.

Visit [www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians](http://www.localgovernment.vic.gov.au/our-programs/a-fair-go-rates-system-for-victorians) to learn more.

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The municipal charge is part of the rates levied by Council and is intended to distribute some of the administrative costs of running Council in a fairer way. This ensures every ratepayer contributes a reasonable amount toward these costs. If there were no municipal charge, the rate in the dollar would be higher for everyone.

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Council is required to collect the Fire Services Property Levy on behalf of the Victorian State Government to help fund the Country Fire Authority. The levy includes a fixed charge payable by all property owners, plus a variable levy which is calculated based on your land classification and Capital Improved Value of your property.

If you believe your land has been incorrectly classified for the purposes of this levy, you have a right to object within 60 days. Please submit your objection online at <https://ratingvaluationobjections.vic.gov.au/>

## Allocation of Payments Received

Payments received by Council will be allocated in the following order of priority:

Dishonour Fees, legal fees, interest, arrears, current rates and charges.

## Interest

Overdue amounts attract interest of 10% per annum.

## Dishonour Fee

A dishonour fee of \$9.00 will be added to your account for each dishonoured payment.

## Why does the following information appear on my rates notice?

Changes to the Local Government (General) Amendment Regulations 2023 require that we provide you with details of the rate set for every type or class of land subject to a differential rate and the amount that would be payable for each class of land if your land constituted that type or class of land.

The changes also require that we insert the name of the property owner(s) on your notice.

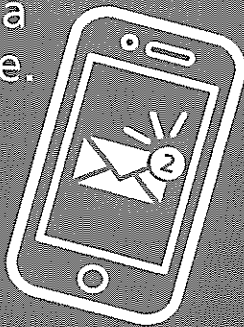
Type/Class of Land	Differential Rate	CIV	Amount that would be payable
General	0.00293783	\$145,000	\$426.00
Farm	0.00220337	\$145,000	\$319.50
Derelict	0.00881348	\$145,000	\$1,277.95

## Property Owner(s) Name(s):

Mrs M C Aitchison

100456901 01 1249 #87655

You now have a choice.



Chose to receive your rates notice by email.

### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Read** the instructions

**Input** your details

**Read** the important information

**Accept** the declarations

**Click** the button to register

After registering, we will send you an email. It's important that you...

**Click the link** in this email to activate your registration.

You will then be set up to receive your rates notices via email.

### Obtain a copy of your rates notice free of charge

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**Read** the instructions

**Input** your details

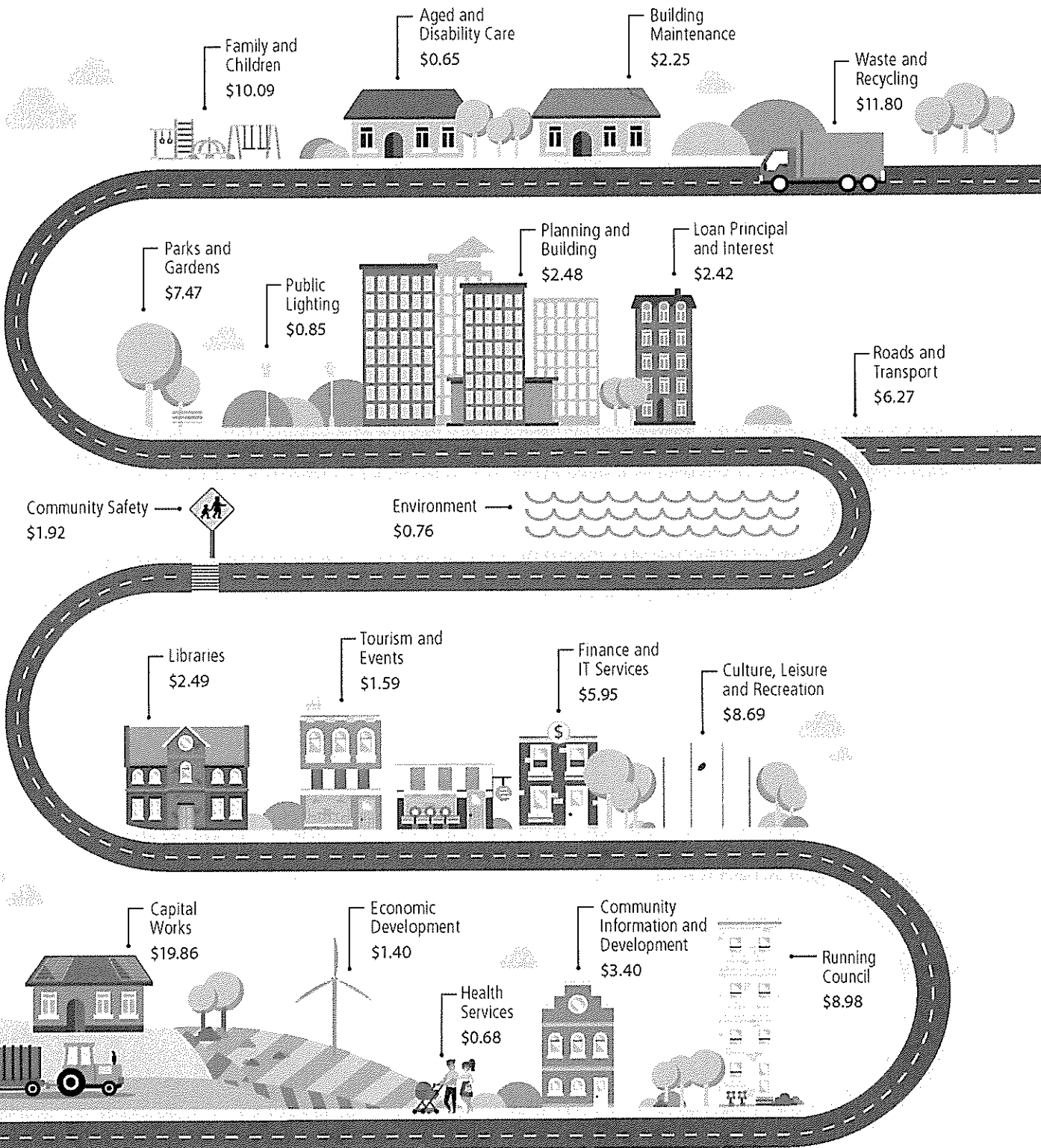
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# Latrobe City Council 2023/24 Budget

## How \$100 of your rates are spent





2023/24

# Hard & Green Waste Coupons

See below for changes to service



029 04569

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106



Below are your coupons for disposal of general hard waste or green waste at Transfer Stations only. Bookings for collections are no longer required.



### REMEMBER:

Keep up to date with the latest hard waste collection information via the Council website, on social media, local Radio and in the Latrobe Valley Express.

### WHAT DO THE COUPONS ALLOW?

Hard waste is not general household rubbish.

Each coupon allows the free disposal of up to **one cubic metre** of acceptable hard waste items OR up to **one cubic metre** of green waste.

For more information visit [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

It does not include asbestos, liquids, chemicals or other waste types not accepted at the landfill or the PineGro recycling facility

Any hard waste in excess of one cubic metre per coupon will be charged at the applicable rate

### WHEN CAN I USE THESE COUPONS?

Coupons can be presented at any of our transfer stations during normal operating hours and are valid until 31 July 2024  
Coupons must be presented at time of disposal. You can present either a single coupon or both coupons together for a single load. The transfer station attendant will retain your coupon to be recorded on Council's record management system

### HARDWASTE COLLECTIONS

Council will commence a free hard waste collection in November 2023

Any resident who currently receives a kerbside collection will be able to place acceptable items out during their locality's advertised pick up time. Locality pick up times will be advertised in the Latrobe Valley Express, on Facebook and local Radio

These residents will also have the option of an additional PAID hard waste collection. These can be booked through WM Waste Management Services on 1300 969 278. WM Waste Management Service will then contact residents to notify them of their pickup time

M004569003 011250 #87665

2023/24

## Hard and Green Waste Disposal Coupon

Present this coupon at any Latrobe City Transfer Station or PineGro Facility for:

Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

3/21 Leith Street  
NEWBOROUGH VIC 3825



391003 2024 01

Valid to 31 July 2024  
(see back for details)



2023/24

TEAR HERE

## Hard and Green Waste Disposal Coupon

Present this coupon at any Latrobe City Transfer Station or PineGro Facility for:

Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

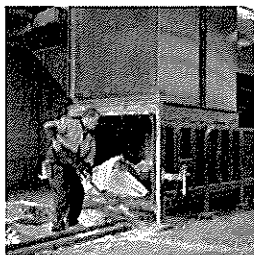
3/21 Leith Street  
NEWBOROUGH VIC 3825



391003 2024 02

Valid to 31 July 2024  
(see back for details)





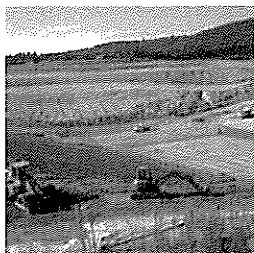
## Latrobe City Council

**Phone** 1300 367 700  
(cost of local call Australia wide)

**Web** [www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**Email** [latrobe@latrobe.vic.gov.au](mailto:latrobe@latrobe.vic.gov.au)

**Post** PO Box 264, Morwell VIC 3840



## Transfer Stations

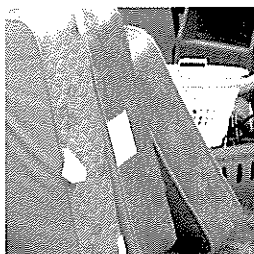
**Management** Latrobe Waste & Recycling  
**Phone** 0418 260 466

**Morwell Transfer Station**  
Porter's Road (off Tramway Road), Morwell

**Payment facilities** EFTPOS, cash, no cheque

**Opening hours** Mon to Fri, 8am to 3pm  
Sat to Sun, 9am to 2pm

**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

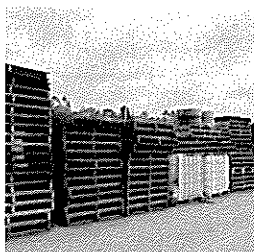


**Traralgon Transfer Station**  
Depot Road (off Liddiard Road), Traralgon

**Payment facilities** EFTPOS, cash, no cheque

**Opening hours** Mon to Fri, 11am to 5pm  
Sat to Sun, 12pm to 4.30pm

**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



**Moe Transfer Station**  
Haunted Hills Road, Newborough

**Payment facilities** EFTPOS, cash, no cheque

**Opening hours** Seven days per week  
12.30pm to 4.30pm

**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



**Yinnar Transfer Station**  
Whitelaws Track, Yinnar South

**Payment facilities** Cash, no cheque or EFTPOS

**Opening hours** Sat to Sun, 9.30am to 4.30pm

**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

## PineGro (green waste)

**Moe**  
31 Walhalla Road, Moe

**Payment facilities** Cash, no cheques or EFTPOS

**Opening hours** Sat and Sun, 10am to 4pm

**Morwell**  
Monash Way (2km from freeway entrance), Morwell

**Phone** (03) 5122 2036

**Payment facilities** Cash, no cheques  
No EFTPOS on weekends or  
public holidays

**Opening hours** Mon to Fri, 8.30am to 3.30pm,  
Sat and Sun, 9am to 4pm

**Traralgon**  
Rocla Road (0.5 km from Princes Highway), Traralgon

**Payment facilities** Cash, no cheques or EFTPOS

**Opening hours** Sat and Sun, 9am to 4pm

PRINTED July 2023  
Information within this document was correct at time  
of print and is subject to change without prior notice.

## Hard and Green Waste Disposal Coupon

### Conditions of Use

- Coupons must be presented at time of disposal
- Waste in excess of one cubic metre will be charged at the applicable rate
- This coupon is not transferable
- Council may reserve the right not to replace lost or discarded coupons

#### IMPORTANT:

- Acceptable hard waste does not include tyres, asbestos, building or demolition waste
- Some items are never acceptable
- You can find a detailed list of acceptable materials at [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

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# Valuation and Rates Notice

For the period 1 July 2023 to 30 June 2024



029 04568

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

To be eligible for the instalment program and receive reminder notices, you must pay the first instalment in full by 30 September 2023

Assessment number: 391011  
Issue date: 17/08/2023

## Your payment options:

### Pay by instalment

Instalment 1 \$283.20  
Due: 30 Sept 2023

Instalment 2 \$283.15  
Due: 30 Nov 2023

Instalment 3 \$283.15  
Due: 28 Feb 2024

Instalment 4 \$283.15  
Due: 31 May 2024

OR

### Full payment

Due date: \$1,132.65  
15 February 2024

Property: 4/21 Leith Street, NEWBOROUGH VIC 3825

Description: L 30 LP 19000  
AVPCC: 131 - Residential Investment Flats  
(see reverse)

Capital Improved Value (CIV): \$145,000 Valuation date: 01/01/2023  
Effective as at: 01/07/2023

## Payments

### Council rates and charges

General Rates Residential (0.00293783 x CIV)	\$426.00
Municipal Charge	\$149.00
Garbage Charge (Rubbish x1, Recycling x1, Green Waste x1)	\$393.00

### State government charges

Fire Service Property Levy - Residential (0.000046 x CIV)	\$6.65
Fire Services Property Levy Fixed Charge	\$125.00
EPA Victoria Landfill Levy	\$33.00

**Total amount payable** \$1,132.65

### Payment Plan or Difficulty paying on time?

Contact us to apply for an alternative payment plan. Phone 1300 367 700 or email rates@latrobe.vic.gov.au

Payments made on or after 11 August 2023 may not be included

- Full payment: \$1,132.65  
 Instalment: \$283.20

Assessment number: 391011  
Property: 4/21 Leith Street, NEWBOROUGH VIC 3825



Billers Code: 6072  
Ref: 391011

Pay 24 hours a day by phone or internet, direct from your bank account or via BPAY View.



Post Billpay

Billers Code: 0359  
Ref: 391011

Pay 24 hours a day by credit card:

Online: [www.auspost.com.au/postbillpay](http://www.auspost.com.au/postbillpay)  
Phone: 13 18 16



\*359 391011

Council Use Only



### Direct debit

To arrange regular deductions, including weekly, fortnightly or monthly, from your bank account. Visit [www.latrobe.vic.gov.au/directdebit](http://www.latrobe.vic.gov.au/directdebit) or call 1300 367 700 to obtain a direct debit form.

### In person

At any Latrobe City Service Centre or Library, (locations on reverse) or Australia Post outlet.

### Mail

Detach this slip and send with payment to: Latrobe City Council  
PO BOX 264, Morwell VIC 3840.

### Centrepay

To arrange regular deductions from your Centrelink payment, please use your Centrelink online account, Express Plus Centrelink mobile app or you can contact Centrelink in person or by phone and quote reference number (CRN): 555 070 553H.

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L004568 01 1245 #87655

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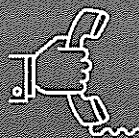
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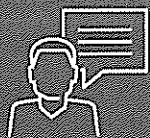
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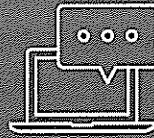
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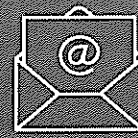
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In person at our  
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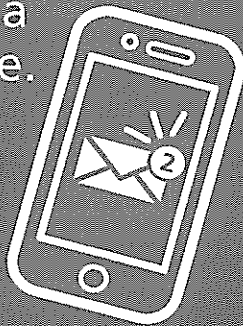
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Farm	0.00220337	\$145,000	\$319.50
Derelict	0.00881348	\$145,000	\$1,277.95

## Property Owner(s) Name(s):

Mrs M C Aitchison

You now have a choice.



Chose to receive your rates notice by email.

### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Read** the instructions

**Input** your details

**Read** the important information

**Accept** the declarations

**Click** the button to register

After registering, we will send you an email. It's important that you..

**Click the link** in this email to activate your registration.

You will then be set up to receive your rates notices via email.

### Obtain a copy of your rates notice free of charge

#### To register visit:

<https://erates.latrobe.vic.gov.au/erates>

**Click** 'Create Your Account' button

**Read** the instructions

**Input** your details

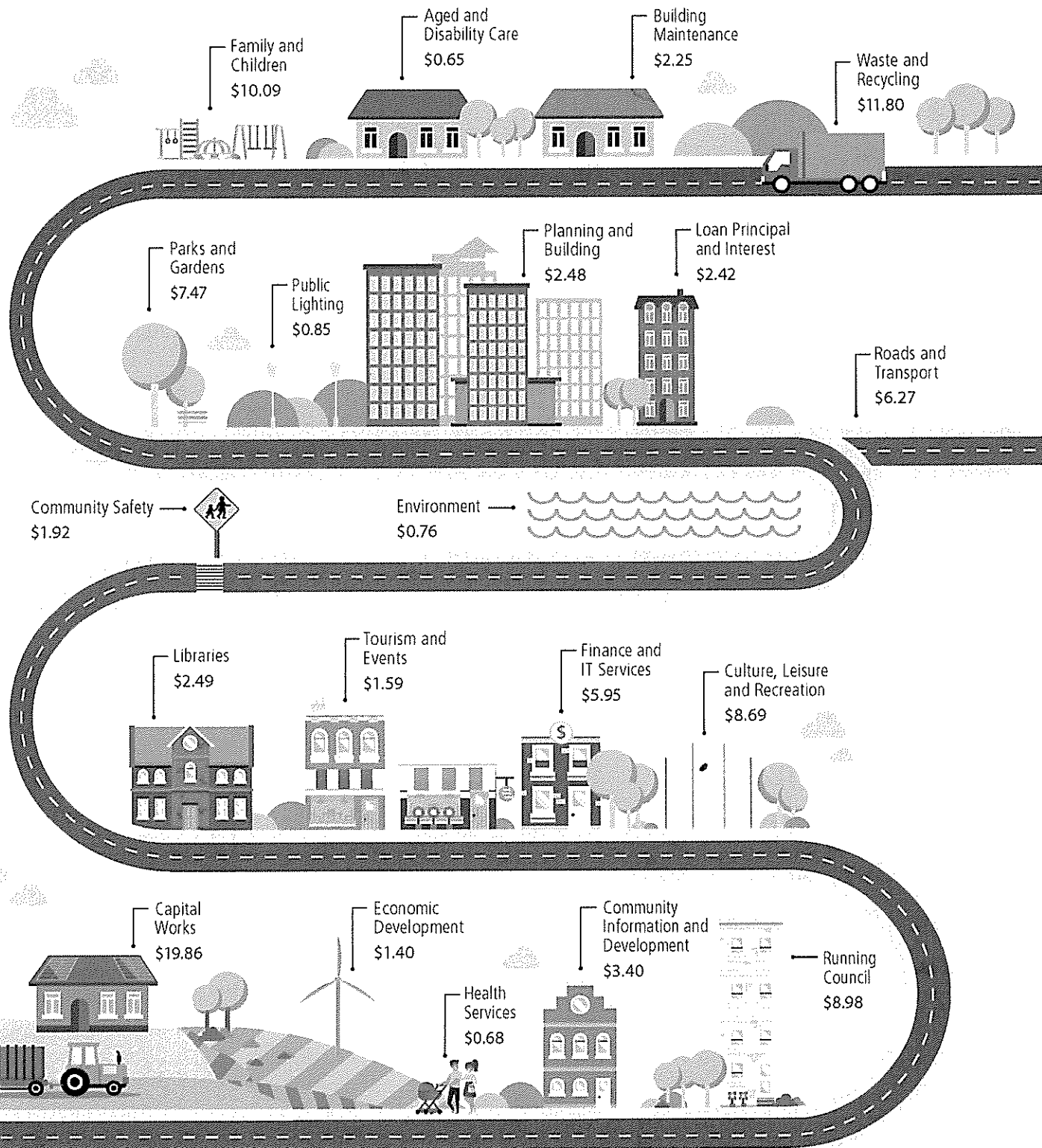
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After registering we will send you an email.

It's important that you...**click the link** in the email to activate your registration.

# Latrobe City Council 2023/24 Budget

## How \$100 of your rates are spent



2023/24

# Hard & Green Waste Coupons

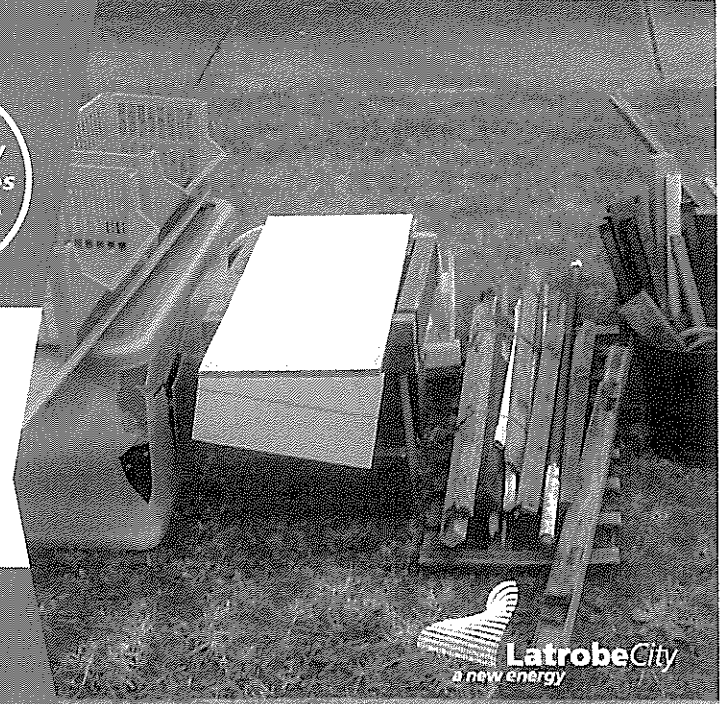
See below for changes to service



029 04568

Mrs M C Aitchison  
15 Cliveden Ct  
TEMPLESTOWE VIC 3106

Below are your coupons for disposal of general hard waste or green waste at Transfer Stations only. Bookings for collections are no longer required.



### REMEMBER:

Keep up to date with the latest hard waste collection information via the Council website, on social media, local Radio and in the Latrobe Valley Express.

### WHAT DO THE COUPONS ALLOW?

Hard waste is not general household rubbish.

Each coupon allows the free disposal of up to **one cubic metre** of acceptable hard waste items OR up to **one cubic metre** of green waste.

For more information visit [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

It does not include asbestos, liquids, chemicals or other waste types not accepted at the landfill or the PineGro recycling facility

Any hard waste in excess of one cubic metre per coupon will be charged at the applicable rate.

### WHEN CAN I USE THESE COUPONS?

Coupons can be presented at any of our transfer stations during normal operating hours and are valid until 31 July 2024.

Coupons must be presented at time of disposal. You can present either a single coupon or both coupons together for a single load. The transfer station attendant will retain your coupon to be recorded on Council's record management system.

### HARDWASTE COLLECTIONS

Council will commence a free hard waste collection in November 2023

Any resident who currently receives a kerbside collection will be able to place acceptable items out during their locality's advertised pick up time. Locality pick up times will be advertised in the Latrobe Valley Express, on Facebook and local Radio.

These residents will also have the option of an additional PAID hard waste collection. These can be booked through WM Waste Management Services on 1300 969 278. WM Waste Management Service will then contact residents to notify them of their pickup time.

M004568Q03 011247 #87655

2023/24

## Hard and Green Waste Disposal Coupon

Present this coupon at any Latrobe City Transfer Station or PineGro Facility for:

Free disposal of up to one cubic metre of **hard waste** or up to one cubic metre of **green waste**

CAR REG. No:

4/21 Leith Street  
NEWBOROUGH VIC 3825



391011 2024 01

Valid to 31 July 2024  
(see back for details)



2023/24

TEAR HERE

## Hard and Green Waste Disposal Coupon

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391011 2024 02

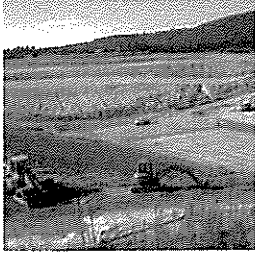
Valid to 31 July 2024  
(see back for details)





## Latrobe City Council

**Phone** 1300 367 700  
(cost of local call Australia wide)  
**Web** [www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)  
**Email** [latrobe@latrobe.vic.gov.au](mailto:latrobe@latrobe.vic.gov.au)  
**Post** PO Box 264, Morwell VIC 3840

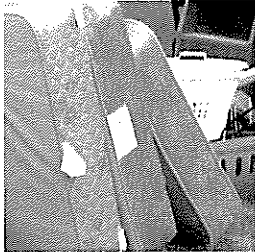


## Transfer Stations

**Management** Latrobe Waste & Recycling  
**Phone** 0418 260 466

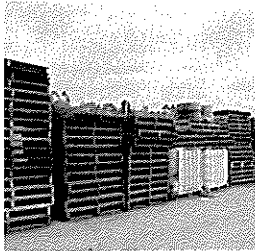
### Morwell Transfer Station

Porter's Road (off Tramway Road), Morwell  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 8am to 3pm  
Sat to Sun, 9am to 2pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



### Traralgon Transfer Station

Depot Road (off Liddiard Road), Traralgon  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Mon to Fri, 11am to 5pm  
Sat to Sun, 12pm to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



### Moe Transfer Station

Haunted Hills Road, Newborough  
**Payment facilities** EFTPOS, cash, no cheque  
**Opening hours** Seven days per week  
12.30pm to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday



### Yinnar Transfer Station

Whitelaws Track, Yinnar South  
**Payment facilities** Cash, no cheque or EFTPOS  
**Opening hours** Sat to Sun, 9.30am to 4.30pm  
**Closed** Christmas Day, Boxing Day,  
New Year's Day and Good Friday

## PineGro (green waste)

**Moe**  
31 Walhalla Road, Moe  
**Payment facilities** Cash, no cheques or EFTPOS  
**Opening hours** Sat and Sun, 10am to 4pm  
**Morwell**  
Monash Way (2km from freeway entrance), Morwell  
**Phone** (03) 5122 2036  
**Payment facilities** Cash, no cheques  
No EFTPOS on weekends or  
public holidays  
**Opening hours** Mon to Fri, 8.30am to 3.30pm,  
Sat and Sun, 9am to 4pm  
**Traralgon**  
Rocla Road (0.5 km from Princes Highway), Traralgon  
**Payment facilities** Cash, no cheques or EFTPOS  
**Opening hours** Sat and Sun, 9am to 4pm

PRINTED July 2023  
Information within this document was correct at time  
of print and is subject to change without prior notice.

## Hard and Green Waste Disposal Coupon

### Conditions of Use

- Coupons must be presented at time of disposal
- Waste in excess of one cubic metre will be charged at the applicable rate
- This coupon is not transferable
- Council may reserve the right not to replace lost or discarded coupons

#### IMPORTANT:

- Acceptable hard waste does not include tyres, asbestos, building or demolition waste
- Some items are never acceptable
- You can find a detailed list of acceptable materials at [www.latrobe.vic.gov.au/waste](http://www.latrobe.vic.gov.au/waste)

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**Gippsland  
Water**

M Aitchison  
35 Albert St  
MOE VIC 3825

034

Customer enquiries  
1800 050 500

Faults & emergencies 24hrs  
1800 057 057

[www.gippswater.com.au](http://www.gippswater.com.au)

Account number:

**0014960813**

Amount due:

**\$346.24**

Pay by:

**7 September 2023**

**Date of issue:** 10 August 2023

**Tax invoice:** 6613343

**Service address:**

L1/21 Leith St Newborough Vic 3825

Previous balance	\$338.90
Payments received up to 10 August 2023	\$338.90 CR
Balance	\$0.00
Current charges (over page)	\$346.24
<b>Total amount due</b>	<b>\$346.24</b>
<i>Total includes GST of</i>	<i>\$0.00</i>

**Payment assistance is available**  
If you are having difficulty paying  
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1800 050 500.

**Have you registered for a  
concession?**

Contact us if you think you may  
be eligible for a concession and it  
has not been included in the total  
amount due.

**We issue invoices three times per  
year.**

## How to pay



### Direct Debit

To register for direct debit call us or visit  
[www.gippswater.com.au/direct-debit](http://www.gippswater.com.au/direct-debit)



### BPAY

Billers Code: 3475  
Ref: 3680 0000 1496 0813 1



### Centrepay

Use Centrepay to make regular deductions  
from your Centralink payment. Centrepay is  
a voluntary and easy payment option  
available to Centralink customers.  
Go to [servicesaustralia.gov.au/centrepay](http://servicesaustralia.gov.au/centrepay) for  
more information on how to set up your  
Centrepay deductions.



### Online

Scan the QR code with your smartphone  
or go to [my.gippswater.com.au/pay-now](http://my.gippswater.com.au/pay-now)  
to pay with Visa or Mastercard.



### Phone

Call 1800 050 500 and select Option 1.





### Post Office

Pay in person at any Australia Post outlet.



To mail your payment, detach the  
bottom section of the next page and  
mail with your cheque to:  
PO Box 348 TRARALGON VIC 3844.

**Your current charges - 1 July 2023 to 31 October 2023**

	Water Service Charge	\$61.58
	Water Usage Network Adjustment	\$1.70
	Wastewater Service Charge	\$282.96

**Your charges explained**

**Water service**

This is a fixed charge for us to maintain the quality of your drinking water and maintain and construct water mains and treatment plants.

**Wastewater/sewerage service**

This is a fixed charge for us to responsibly dispose of the wastewater/sewage from your property with the exception of properties serviced by septic tank systems.



If you are deaf or find it hard hearing or speaking with people on the phone visit [nrschat.nrsccall.gov.au](http://nrschat.nrsccall.gov.au) or call 133 677.



For interpreter or translation services call 13 14 50.

**Payment slip**

Gippsland Water  
PO Box 348 TRARALGON VIC 3844  
ABN 75 830 750 413



\* 368 00149608131

Account number: 0014960813  
M Aitchison

Tax invoice number: 6613343

Amount Paid

Date Paid



**Gippsland  
Water**

## Customer Charter summary

### Who is covered by our Customer Charter?

If you receive our water, wastewater or trade waste services you are covered by our Customer Charter.

### How to pay your account

You can pay your account using a range of options including:

- direct debit
- BPAY
- on our website at [www.gippswater.com.au](http://www.gippswater.com.au)
- Centrepay
- by mail to PO Box 348, Traralgon, VIC 3844
- in person at any Australia Post outlet or agency.

### Charges and billing

We will send you three standard bills per year. The charges on your bill depend on the services provided to your property. Charges such as the water service availability charge and wastewater service availability charge are fixed charges. The water usage charge varies according to how much water is used at your property. You can receive your bill by email or in the post.

### Payment difficulties

If you're having trouble paying your bill, we can tailor a support plan to suit your needs. Our specialised Customer Care team can help you with financial assistance options including flexible payment plans, payment extensions, concessions and government funded assistance.

Our flexible payment plans allow you to pay your bills in smaller regular amounts. They're flexible, so if your circumstances change, we can update your plan so that it still meets your needs. To set up or change your payment plan, contact us.

Our Customer Care team can also tailor solutions to help small businesses having difficulty paying their bill.

### Concessions

If you hold a concession card, you may be eligible for a concession on your water and wastewater services. For details on how to claim this concession, contact us or visit our website.

### Health or special needs

If you need a water supply for health or special needs, you can register your details with us. If there's a planned water interruption, we'll let you know at least four business days in advance.

### Enquiries, complaints and disputes

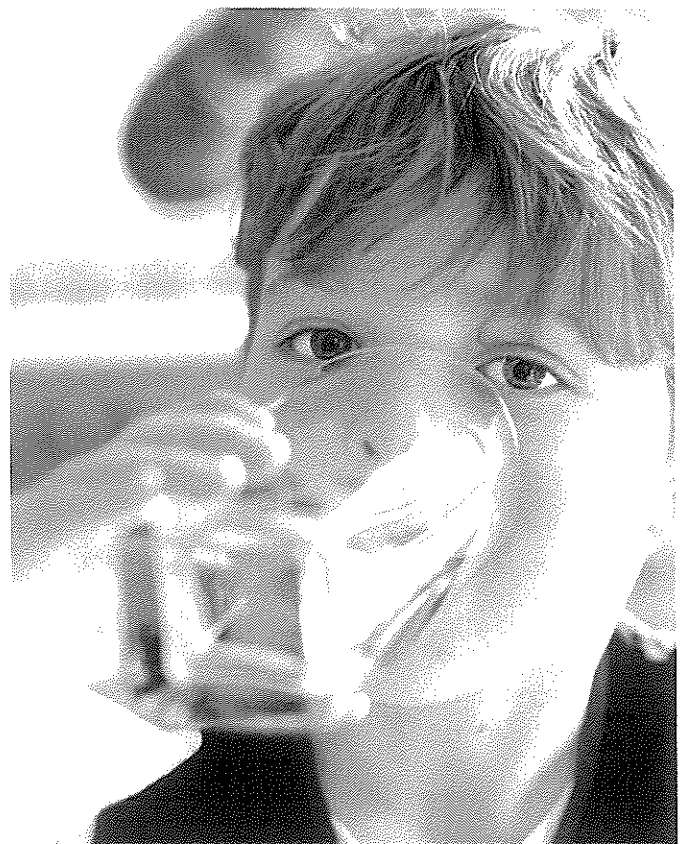
We're committed to providing excellent customer service. If you have an enquiry, feedback or complaint, contact us or visit our website.

We will respond promptly and will do our best to resolve the issue to your satisfaction.

If you're not satisfied with the response, you can lodge your complaint with the Energy and Water Ombudsman of Victoria (EWOV) by phone on 1800 500 509 or by visiting [www.ewov.com.au](http://www.ewov.com.au).

### Information and privacy

We're committed to ensuring your personal information is protected. The information we hold about you is only used for the purpose of providing water and wastewater services and complies with privacy laws contained in the Information Privacy Act 2000.



## Our maintenance obligations

We're responsible for maintaining the service pipe between the water main and your water meter, the water meter itself, and your stop tap or ball valve, provided that:

- your property is not serviced via a private extension
- your service pipe is not being used as a fire service or a combined fire/domestic service
- your water meter assembly or stop tap or ball valve is located within two metres of the property boundary fronting the water main
- your service pipe installation is compliant with all relevant plumbing code standards.

## Entry onto your property

In accordance with the Water Act 1989, we may enter your property to read the water meter or when dealing with an emergency situation.

We may also enter your property with your consent, or by giving seven days' notice, for works such as:

- inspecting, testing or replacing the meter
- carrying out planned or unplanned works on the property
- restricting or reconnecting the water supply
- inspecting new drainage or plumbing connections.

If we need to carry out work on your property, we'll take all reasonable care to ensure that we restore your property as close as possible to the condition in which we found it.

## Our guaranteed service levels (GSLs)

We're committed to providing high levels of customer service to you. If we don't meet the guaranteed service levels detailed below, you may be eligible to receive a financial rebate on your account.

- If we restrict the water supply of, or take legal action against a residential customer prior to taking reasonable endeavours to contact the customer and provide information about help that is available if the customer is experiencing difficulties paying, we will pay compensation of \$300 per day off their bill to a maximum of \$900 until their service is restored.
- If a sewerage spill is not contained in a house within 1 hour then affected customers will receive \$500.
- If a planned interruption goes longer than advised then each affected customer will be compensated by a \$50 credit to their next water bill.
- If a customer is affected by a planned interruption and not provided a minimum of five days' notification, we will credit that customer \$50 on their next water bill.
- If we're required to issue a 'boil water' alert, we will contribute \$10,000 to the affected community.

## Service standards

You can expect water and sewerage services that meet the standards summarised below.

Water service standards	Targets
Maximum number of unplanned water supply interruptions a customer may experience in any 12-month period	5
Average time taken to attend bursts and leaks (Priority 1)	35 mins
Average time taken to attend bursts and leaks (Priority 2)	90 mins
Average time taken to attend bursts and leaks (Priority 3)	1500 mins
Average duration of unplanned water supply interruptions	90 mins
Average duration of planned water supply interruptions	150 mins
Minimum water pressure or flow rate a customer should receive (kPa or L/min)	137.3 kPa (14m)

Sewerage services standards	Targets
Average time to attend to sewer spills and blockages	40 mins
Average time to rectify a sewer blockage	95 mins
Maximum time taken to contain a sewer spill	300 mins
Maximum number of sewer blockages a customer may experience in any 12-month period	3

We'll achieve the minimum flow rate as shown in the following table:

Minimum flow rates	
Property service pipe diameter (mm)	Minimum flow rates (L/min)
20	20
25	35
32	60
40	90
50	160

\*A minimum pressure of 14 metres head at the meter at peak hour.

## If you believe our services are below standard

If you believe that we are not meeting the service standards outlined in our Customer Charter, you can ask us to test the water quality and flow and fix any problems that we find.

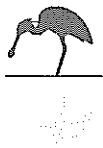
## Your rights to water services, wastewater services and safe drinking water

If your property is connected to our water supply or wastewater services, we will deliver services which comply with all regulatory and statutory requirements.

## Our commitment to you

Our Customer Charter outlines our commitment to you and has been updated on 1 July 2023.

This is a summary of our Customer Charter. The full Customer Charter is available on our website at [www.gippswater.com.au/customer-charter](http://www.gippswater.com.au/customer-charter)



**Gippsland  
Water**

M Aitchison  
35 Albert St  
MOE VIC 3825

034

Customer enquiries  
1800 050 500

Faults & emergencies 24hrs  
1800 057 057

[www.gippswater.com.au](http://www.gippswater.com.au)

Account number:

**0013628415**

Amount due:

**\$346.24**

Pay by:

**7 September 2023**

**Date of issue:** 10 August 2023

**Tax invoice:** 6613344

**Service address:**

L2/21 Leith St Newborough Vic 3825

Previous balance	\$338.90
Payments received up to 10 August 2023	\$338.90 CR
Balance	\$0.00
Current charges (over page)	\$346.24
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has not been included in the total  
amount due.

**We issue invoices three times per  
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## How to pay



**Direct Debit**

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**BPAY**

Billers Code: 3475  
Ref: 3680 0000 1362 8415 1



**Centrepay**

Use Centrepay to make regular deductions  
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a voluntary and easy payment option  
available to Centrelink customers.  
Go to [servicesaustralia.gov.au/centrepay](http://servicesaustralia.gov.au/centrepay) for  
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

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**Payment slip**

Gippsland Water  
PO Box 348 TRARALGON VIC 3844  
ABN 75 830 750 413



\* 368 00136284151

Account number: 0013628415  
M Aitchison

Tax invoice number: 6613344

Amount Paid

Date Paid



**Gippsland  
Water**

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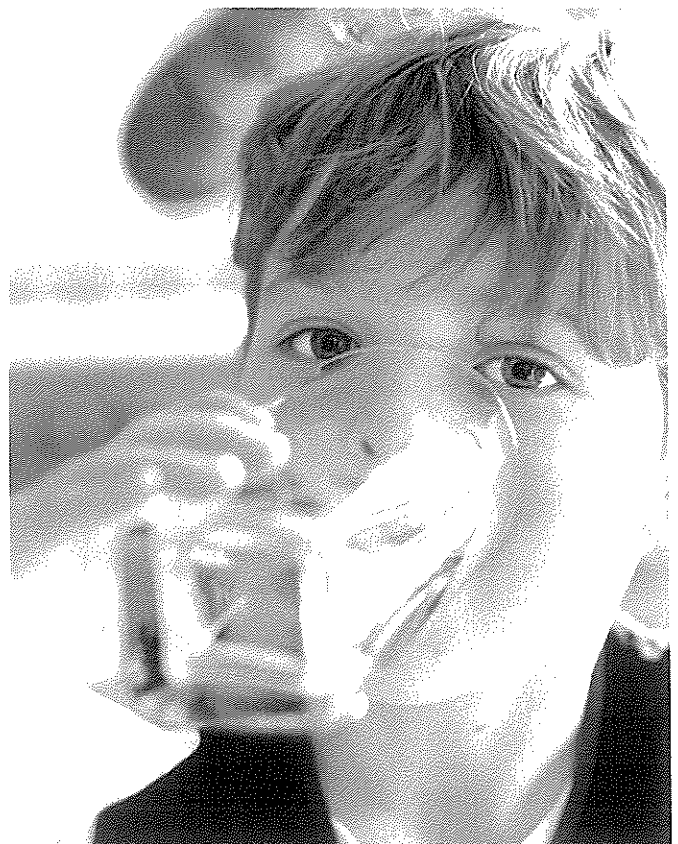
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**Gippsland  
Water**

M Aitchison  
35 Albert St  
MOE VIC 3825

034

Customer enquiries  
1800 050 500

Faults & emergencies 24hrs  
1800 057 057

[www.gippswater.com.au](http://www.gippswater.com.au)

Account number:

**0014013721**

Amount due:

**\$346.24**

Pay by:

**7 September 2023**

**Date of issue:** 10 August 2023

**Tax invoice:** 6613345

**Service address:**

L3/21 Leith St Newborough Vic 3825

Previous balance	\$338.90
Payments received up to 10 August 2023	\$338.90 CR
Balance	\$0.00
Current charges (over page)	\$346.24
<b>Total amount due</b>	<b>\$346.24</b>
<i>Total includes GST of</i>	<i>\$0.00</i>

**Payment assistance is available**

If you are having difficulty paying your bill, we can help. Call us on 1800 050 500.

**Have you registered for a concession?**

Contact us if you think you may be eligible for a concession and it has not been included in the total amount due.

**We issue invoices three times per year.**

## How to pay



### Direct Debit

To register for direct debit call us or visit [www.gippswater.com.au/direct-debit](http://www.gippswater.com.au/direct-debit)



### Online

Scan the QR code with your smartphone or go to [my.gippswater.com.au/pay-now](http://my.gippswater.com.au/pay-now) to pay with Visa or Mastercard.



### Phone

Call 1800 050 500 and select Option 1.



### Post Office

Pay in person at any Australia Post outlet.



To mail your payment, detach the bottom section of the next page and mail with your cheque to:  
PO Box 348 TRARALGON VIC 3844.



### BPAY

Billers Code: 3475

Ref: 3680 0000 1401 3721 3





### Centrepay

Use Centrepay to make regular deductions from your Centralink payment. Centrepay is a voluntary and easy payment option available to Centralink customers.

Go to [servicesaustralia.gov.au/centrepay](http://servicesaustralia.gov.au/centrepay) for more information on how to set up your Centrepay deductions.

**Your current charges - 1 July 2023 to 31 October 2023**

 Water Service Charge	\$61.58
Water Usage Network Adjustment	\$1.70
 Wastewater Service Charge	\$282.96

**Your charges explained**

**Water service**

This is a fixed charge for us to maintain the quality of your drinking water and maintain and construct water mains and treatment plants.

**Wastewater/sewerage service**

This is a fixed charge for us to responsibly dispose of the wastewater/sewage from your property with the exception of properties serviced by septic tank systems.



If you are deaf or find it hard hearing or speaking with people on the phone visit [nrschat.nrscall.gov.au](http://nrschat.nrscall.gov.au) or call 133 677.



For interpreter or translation services call 13 14 50.

**Payment slip**

Gippsland Water  
PO Box 348 TRARALGON VIC 3844  
ABN 75 830 750 413



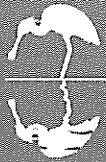
\* 368 00140137213

Account number: 0014013721  
M Aitchison

Tax invoice number: 6613345

Amount Paid

Date Paid



**Gippsland  
Water**

## Customer Charter summary

### Who is covered by our Customer Charter?

If you receive our water, wastewater or trade waste services you are covered by our Customer Charter.

### How to pay your account

You can pay your account using a range of options including:

- direct debit
- BPAY
- on our website at [www.gippswater.com.au](http://www.gippswater.com.au)
- Centrepay
- by mail to PO Box 348, Traralgon, VIC 3844
- in person at any Australia Post outlet or agency.

### Charges and billing

We will send you three standard bills per year. The charges on your bill depend on the services provided to your property. Charges such as the water service availability charge and wastewater service availability charge are fixed charges. The water usage charge varies according to how much water is used at your property. You can receive your bill by email or in the post.

### Payment difficulties

If you're having trouble paying your bill, we can tailor a support plan to suit your needs. Our specialised Customer Care team can help you with financial assistance options including flexible payment plans, payment extensions, concessions and government funded assistance.

Our flexible payment plans allow you to pay your bills in smaller regular amounts. They're flexible, so if your circumstances change, we can update your plan so that it still meets your needs. To set up or change your payment plan, contact us.

Our Customer Care team can also tailor solutions to help small businesses having difficulty paying their bill.

### Concessions

If you hold a concession card, you may be eligible for a concession on your water and wastewater services. For details on how to claim this concession, contact us or visit our website.

### Health or special needs

If you need a water supply for health or special needs, you can register your details with us. If there's a planned water interruption, we'll let you know at least four business days in advance.

### Enquiries, complaints and disputes

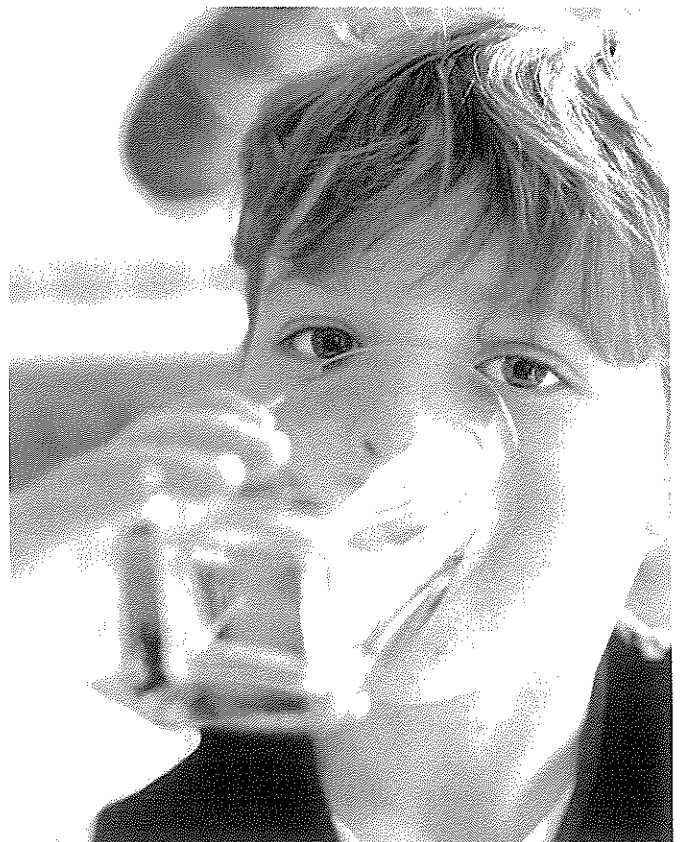
We're committed to providing excellent customer service. If you have an enquiry, feedback or complaint, contact us or visit our website.

We will respond promptly and will do our best to resolve the issue to your satisfaction.

If you're not satisfied with the response, you can lodge your complaint with the Energy and Water Ombudsman of Victoria (EWOV) by phone on 1800 500 509 or by visiting [www.ewov.com.au](http://www.ewov.com.au).

### Information and privacy

We're committed to ensuring your personal information is protected. The information we hold about you is only used for the purpose of providing water and wastewater services and complies with privacy laws contained in the Information Privacy Act 2000.



## Our maintenance obligations

We're responsible for maintaining the service pipe between the water main and your water meter, the water meter itself, and your stop tap or ball valve, provided that:

- your property is not serviced via a private extension
- your service pipe is not being used as a fire service or a combined fire/domestic service
- your water meter assembly or stop tap or ball valve is located within two metres of the property boundary fronting the water main
- your service pipe installation is compliant with all relevant plumbing code standards.

## Entry onto your property

In accordance with the Water Act 1989, we may enter your property to read the water meter or when dealing with an emergency situation.

We may also enter your property with your consent, or by giving seven days' notice, for works such as:

- inspecting, testing or replacing the meter
- carrying out planned or unplanned works on the property
- restricting or reconnecting the water supply
- inspecting new drainage or plumbing connections.

If we need to carry out work on your property, we'll take all reasonable care to ensure that we restore your property as close as possible to the condition in which we found it.

## Our guaranteed service levels (GSLs)

We're committed to providing high levels of customer service to you. If we don't meet the guaranteed service levels detailed below, you may be eligible to receive a financial rebate on your account.

- If we restrict the water supply of, or take legal action against a residential customer prior to taking reasonable endeavours to contact the customer and provide information about help that is available if the customer is experiencing difficulties paying, we will pay compensation of \$300 per day off their bill to a maximum of \$900 until their service is restored.
- If a sewerage spill is not contained in a house within 1 hour then affected customers will receive \$500.
- If a planned interruption goes longer than advised then each affected customer will be compensated by a \$50 credit to their next water bill.
- If a customer is affected by a planned interruption and not provided a minimum of five days' notification, we will credit that customer \$50 on their next water bill.
- If we're required to issue a 'boil water' alert, we will contribute \$10,000 to the affected community.

## Service standards

You can expect water and sewerage services that meet the standards summarised below.

Water service standards	Targets
Maximum number of unplanned water supply interruptions a customer may experience in any 12-month period	5
Average time taken to attend bursts and leaks (Priority 1)	35 mins
Average time taken to attend bursts and leaks (Priority 2)	90 mins
Average time taken to attend bursts and leaks (Priority 3)	1500 mins
Average duration of unplanned water supply interruptions	90 mins
Average duration of planned water supply interruptions	150 mins
Minimum water pressure or flow rate a customer should receive (kPa or L/min)	137.3 kPa (14m)

Sewerage services standards	Targets
Average time to attend to sewer spills and blockages	40 mins
Average time to rectify a sewer blockage	95 mins
Maximum time taken to contain a sewer spill	300 mins
Maximum number of sewer blockages a customer may experience in any 12-month period	3

We'll achieve the minimum flow rate as shown in the following table:

Minimum flow rates	
Property service pipe diameter (mm)	Minimum flow rates (L/min)
20	20
25	35
32	60
40	90
50	160

\*A minimum pressure of 14 metres head at the meter at peak hour.

## If you believe our services are below standard

If you believe that we are not meeting the service standards outlined in our Customer Charter, you can ask us to test the water quality and flow and fix any problems that we find.

## Your rights to water services, wastewater services and safe drinking water

If your property is connected to our water supply or wastewater services, we will deliver services which comply with all regulatory and statutory requirements.

## Our commitment to you

Our Customer Charter outlines our commitment to you and has been updated on 1 July 2023.

This is a summary of our Customer Charter. The full Customer Charter is available on our website at [www.gippswater.com.au/customer-charter](http://www.gippswater.com.au/customer-charter)



**Gippsland  
Water**

M Aitchison  
35 Albert St  
MOE VIC 3825

034

**Date of issue:** 10 August 2023

**Tax invoice:** 6613346

**Service address:**

L4/21 Leith St Newborough Vic 3825

Previous balance	\$338.90
Payments received up to 10 August 2023	\$338.90 CR
Balance	\$0.00
Current charges (over page)	\$346.24
<b>Total amount due</b>	<b>\$346.24</b>
<i>Total includes GST of</i>	<i>\$0.00</i>

Customer enquiries  
1800 050 500

Faults & emergencies 24hrs  
1800 057 057

[www.gippswater.com.au](http://www.gippswater.com.au)

Account number:

**0016080413**

Amount due:

**\$346.24**

Pay by:

**7 September 2023**

**Payment assistance is available**  
If you are having difficulty paying  
your bill, we can help. Call us on  
1800 050 500.

**Have you registered for a  
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Contact us if you think you may  
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amount due.

**We issue invoices three times per  
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## How to pay



**Direct Debit**

To register for direct debit call us or visit  
[www.gippswater.com.au/direct-debit](http://www.gippswater.com.au/direct-debit)



**BPAY**

Billers Code: 3475  
Ref: 3680 0000 1608 0413 0



**Centrepay**

Use Centrepay to make regular deductions  
from your Centrelink payment. Centrepay is  
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available to Centrelink customers.  
Go to [servicesaustralia.gov.au/centrepay](http://servicesaustralia.gov.au/centrepay) for  
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**Online**

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Gippsland Water  
PO Box 348 TRARALGON VIC 3844  
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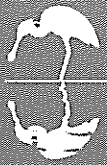
\* 368 00160804130

Account number: 0016080413  
M Aitchison

Tax invoice number: 6613346

Amount Paid

Date Paid



**Gippsland  
Water**

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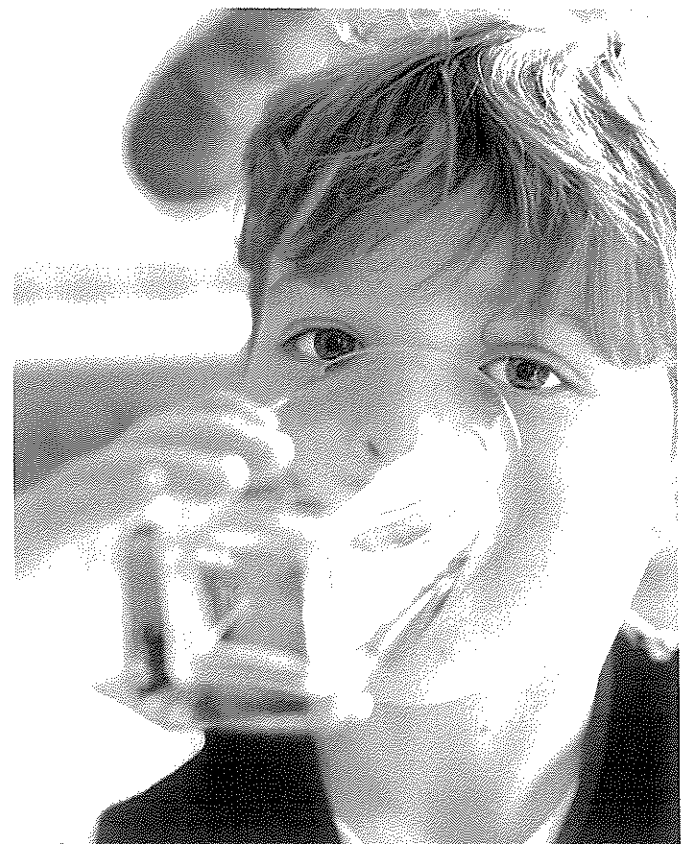
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# PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:46 PM

## PROPERTY DETAILS

Address: **1/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **This property has 5 parcels. See table below**  
Standard Parcel Identifier (SPI): **See table below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39096**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**Note:** There are 4 properties identified for this site.  
These can include units (or car spaces), shops, or part or whole floors of a building  
Dimensions for these individual properties are generally not available

## SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan

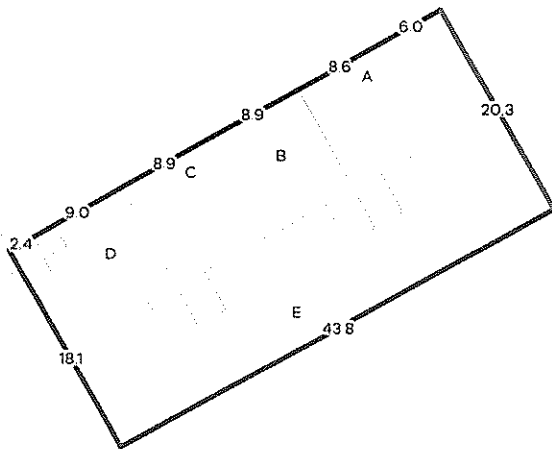
**Area:** 882 sq m  
**Perimeter:** 128 m  
For this property:  
— Site boundaries  
— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available

1 overlapping dimension label is not being displayed

Calculating the area from the dimensions shown may give a different value to the area shown above

For more accurate dimensions get copy of plan at [Title and Property Certificates](#)



## PARCEL DETAILS

The letter in the first column identifies the parcel in the diagram above

Lot/Plan or Crown Description	SPI
A Lot 1 PS804630	1\PS804630
B Lot 2 PS804630	2\PS804630
C Lot 3 PS804630	3\PS804630
D Lot 4 PS804630	4\PS804630
E Lot CM1 PS804630	CM1\PS804630

## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
Urban Water Corporation: **Gippsland Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**  
Legislative Assembly: **MORWELL**

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Read the full disclaimer at <https://www.delwp.vic.gov.au/disclaimer>

PROPERTY REPORT: 1/21 LEITH STREET NEWBOROUGH 3825

Page 1 of 2

# PROPERTY REPORT

## PLANNING INFORMATION

Property Planning details have been removed from the Property Reports to address duplication with the Planning Property Reports which are DELWP's authoritative source for all Property Planning information

The Planning Property Report for this property can found here - [Planning Property Report](#)

Planning Property Reports can be found via these two links

**Vicplan** <https://mapshare.vic.gov.au/vicplan/>

**Property and parcel search** <https://www.land.vic.gov.au/property-and-parcel-search>

### Area Map



# PLANNING PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:46 PM

## PROPERTY DETAILS

Address: **1/21 LEITH STREET NEWBOROUGH 3825**

Lot and Plan Number: **More than one parcel - see link below**

Standard Parcel Identifier (SPI): **More than one parcel - see link below**

Local Government Area (Council): **LATROBE**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

Council Property Number: **39096**

Planning Scheme: **Latrobe**

[Planning Scheme - Latrobe](#)

Directory Reference: **Vicroads 701 L6**

This property has 5 parcels. For full parcel details get the free Property report at [Property Reports](#)

## UTILITIES

Rural Water Corporation: **Southern Rural Water**

Urban Water Corporation: **Gippsland Water**

Melbourne Water: **Outside drainage boundary**

Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**

Legislative Assembly: **MORWELL**

## OTHER

Registered Aboriginal Party: **Gunaikurnai Land and Waters**

**Aboriginal Corporation**

[View location in VicPlan](#)

## Planning Zones

NEIGHBOURHOOD RESIDENTIAL ZONE (NRZ)

NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 4 (NRZ4)



Note: Labels for zones may appear outside the actual zone - please compare the labels with the legend

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Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided. Read the full disclaimer at <https://www.delwp.vic.gov.au/disclaimer>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land 1962 (Vic)

## Planning Overlay

None affecting this land - there are overlays in the vicinity

### OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

#### BUSHFIRE MANAGEMENT OVERLAY (BMO)



 BMO - Bushfire Management Overlay

Note due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

## Further Planning Information

Planning scheme data last updated on 5 September 2023

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the **Planning and Environment Act 1987**. It does not include information about exhibited planning scheme amendments, or zonings that may affect the land. To obtain a Planning Certificate go to Titles and Property Certificates at Landata - <https://www.landata.vic.gov.au>

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit <https://mapshare.maps.vic.gov.au/vicplan>

For other information about planning in Victoria visit <https://www.planning.vic.gov.au>

## Designated Bushfire Prone Areas

This property is in a designated bushfire prone area. Special bushfire construction requirements apply to the part of the property mapped as a designated bushfire prone area (BPA). Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply.

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at <https://mapshare.vic.gov.au/vicplan/> or at the relevant local council.

Create a BPA definition plan in [VicPlan](#) to measure the BPA.

Information for lot owners building in the BPA is available at <https://www.planning.vic.gov.au>.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>. Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>. For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>.

## Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#).

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system <https://nvim.delwp.vic.gov.au/> and [Native vegetation \(environment.vic.gov.au\)](https://www.environment.vic.gov.au) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](https://www.environment.vic.gov.au).

# PLANNING PROPERTY REPORT

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:47 PM

## PROPERTY DETAILS

Address: **2/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **More than one parcel - see link below**  
Standard Parcel Identifier (SPI): **More than one parcel - see link below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39097**  
Planning Scheme: **Latrobe**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

[Planning Scheme - Latrobe](#)

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## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
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Legislative Assembly: **MORWELL**

## OTHER

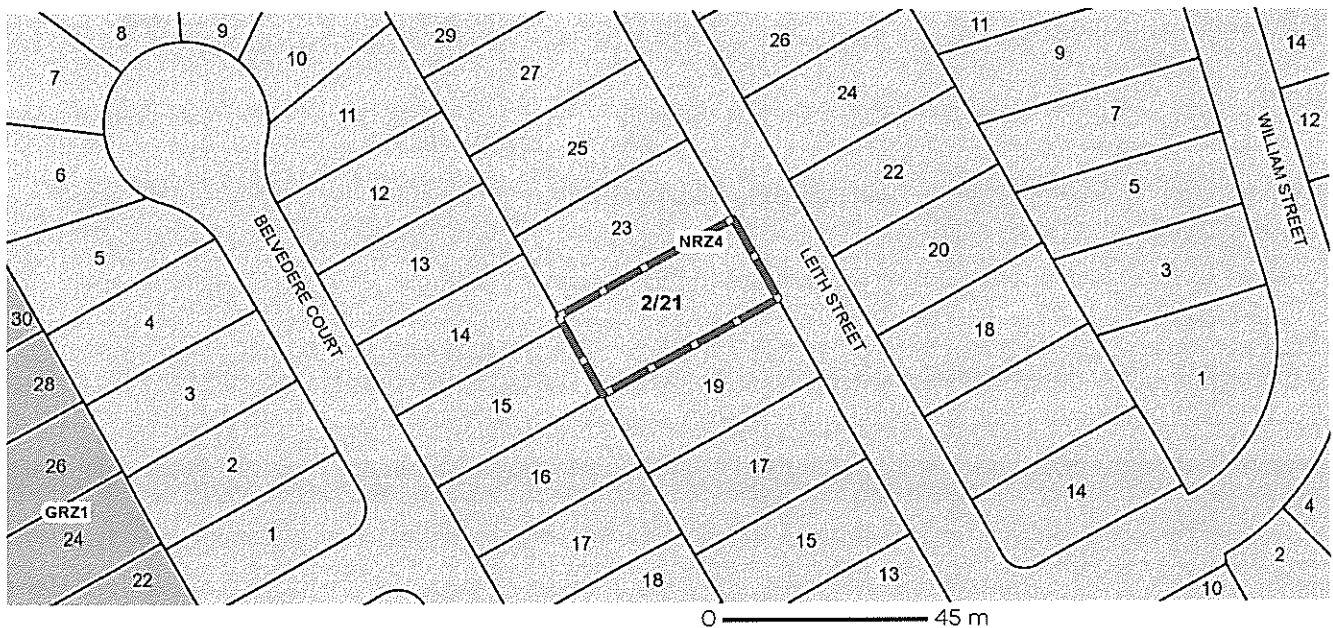
Registered Aboriginal Party: **Gunaikurnai Land and Waters  
Aboriginal Corporation**

[View location in VicPlan](#)

## Planning Zones

[NEIGHBOURHOOD RESIDENTIAL ZONE \(NRZ\)](#)

[NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 4 \(NRZ4\)](#)



Note: labels for zones may appear outside the actual zone - please compare the labels with the legend

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Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land 1962 (Vic)

## Planning Overlay

None affecting this land - there are overlays in the vicinity

### OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

#### BUSHFIRE MANAGEMENT OVERLAY (BMO)



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

## Further Planning Information

Planning scheme data last updated on 5 September 2023.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

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## Designated Bushfire Prone Areas

This property is in a designated bushfire prone area. Special bushfire construction requirements apply to the part of the property mapped as a designated bushfire prone area (BPA). Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA

Designated BPA maps can be viewed on VicPlan at <https://mapshare.vic.gov.au/vicplan/> or at the relevant local council

Create a BPA definition plan in [VicPlan](#) to measure the BPA

Information for lot owners building in the BPA is available at <https://www.planning.vic.gov.au>

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>. Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>. For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>

## Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#)

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You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](http://NatureKit.environment.vic.gov.au)



# PROPERTY REPORT

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:46 PM

## PROPERTY DETAILS

Address: **2/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **This property has 5 parcels. See table below**  
Standard Parcel Identifier (SPI): **See table below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39097**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**Note:** There are 4 properties identified for this site.  
These can include units (or car spaces), shops, or part or whole floors of a building.  
Dimensions for these individual properties are generally not available.

## SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan.

**Area:** 882 sq m

**Perimeter:** 128 m

For this property:

— Site boundaries

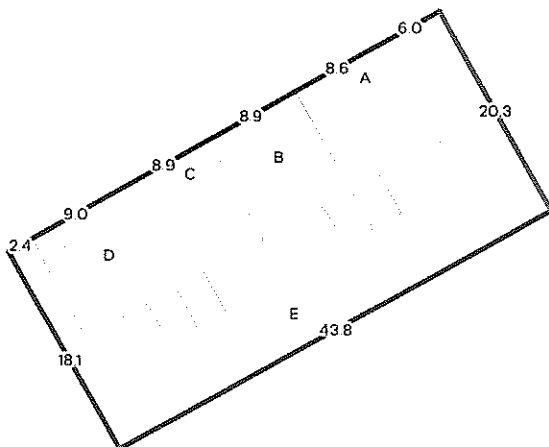
— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

1 overlapping dimension label is not being displayed.

Calculating the area from the dimensions shown may give a different value to the area shown above.

For more accurate dimensions get copy of plan at [Title and Property Certificates](#).



## PARCEL DETAILS

The letter in the first column identifies the parcel in the diagram above.

Lot/Plan or Crown Description	SPI
A Lot 1 PS804630	1\PS804630
B Lot 2 PS804630	2\PS804630
C Lot 3 PS804630	3\PS804630
D Lot 4 PS804630	4\PS804630
E Lot CM1 PS804630	CM1\PS804630

## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
Urban Water Corporation: **Gippsland Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**  
Legislative Assembly: **MORWELL**

# PROPERTY REPORT

## PLANNING INFORMATION

Property Planning details have been removed from the Property Reports to address duplication with the Planning Property Reports which are DELWP's authoritative source for all Property Planning information.

The Planning Property Report for this property can found here - [Planning Property Report](#)

Planning Property Reports can be found via these two links

**Vicplan** <https://mapshare.vic.gov.au/vicplan/>

**Property and parcel search** <https://www.land.vic.gov.au/property-and-parcel-search>

### Area Map



From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:47 PM

## PROPERTY DETAILS

Address: **3/21 LEITH STREET NEWBOROUGH 3825**

Lot and Plan Number: **More than one parcel - see link below**

Standard Parcel Identifier (SPI): **More than one parcel - see link below**

Local Government Area (Council): **LATROBE** [www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

Council Property Number: **39098**

Planning Scheme: **Latrobe** [Planning Scheme - Latrobe](#)

Directory Reference: **Vicroads 701 L6**

This property has 5 parcels. For full parcel details get the free Property report at [Property Reports](#)

## UTILITIES

Rural Water Corporation: **Southern Rural Water**

Urban Water Corporation: **Gippsland Water**

Melbourne Water: **Outside drainage boundary**

Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**

Legislative Assembly: **MORWELL**

## OTHER

Registered Aboriginal Party: **Gunaikurnai Land and Waters  
Aboriginal Corporation**

[View location in VicPlan](#)

## Planning Zones

NEIGHBOURHOOD RESIDENTIAL ZONE (NRZ)

NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 4 (NRZ4)



GRZ - General Residential

NRZ - Neighbourhood Residential

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend

## Planning Overlay

None affecting this land - there are overlays in the vicinity

### OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

#### BUSHFIRE MANAGEMENT OVERLAY (BMO)



 BMO - Bushfire Management Overlay

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

## Further Planning Information

Planning scheme data last updated on 5 September 2023

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

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## Designated Bushfire Prone Areas

This property is in a designated bushfire prone area. Special bushfire construction requirements apply to the part of the property mapped as a designated bushfire prone area (BPA). Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply.

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at <https://mapshare.vic.gov.au/vicplan/> or at the relevant local council.

Create a BPA definition plan in [VicPlan](#) to measure the BPA.

Information for lot owners building in the BPA is available at <https://www.planning.vic.gov.au>

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>. Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>. For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>.

## Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#).

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system <https://nvm.delwp.vic.gov.au/> and [Native vegetation \(environment.vic.gov.au\)](#) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](#)

# PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:47 PM

## PROPERTY DETAILS

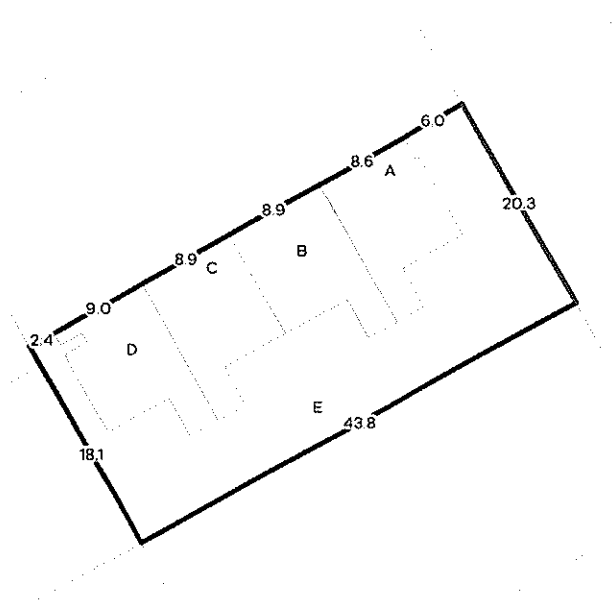
Address: **3/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **This property has 5 parcels. See table below**  
Standard Parcel Identifier (SPI): **See table below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39098**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**Note:** There are 4 properties identified for this site  
These can include units (or car spaces), shops, or part or whole floors of a building  
Dimensions for these individual properties are generally not available

## SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan



**Area:** 882 sq. m

**Perimeter:** 128 m

For this property.

— Site boundaries

— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available

1 overlapping dimension label is not being displayed

Calculating the area from the dimensions shown may give a different value to the area shown above

For more accurate dimensions get copy of plan at [Title and Property Certificates](#)

## PARCEL DETAILS

The letter in the first column identifies the parcel in the diagram above

	Lot/Plan or Crown Description	SPI
A	Lot 1 PS804630	1\PS804630
B	Lot 2 PS804630	2\PS804630
C	Lot 3 PS804630	3\PS804630
D	Lot 4 PS804630	4\PS804630
E	Lot CM1 PS804630	CM1\PS804630

## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
Urban Water Corporation: **Gippsland Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**  
Legislative Assembly: **MORWELL**

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PROPERTY REPORT: 3/21 LEITH STREET NEWBOROUGH 3825

Page 1 of 2

# PROPERTY REPORT

## PLANNING INFORMATION

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The Planning Property Report for this property can found here - [Planning Property Report](#).

Planning Property Reports can be found via these two links

**Vicplan** <https://mapshare.vic.gov.au/vicplan/>

**Property and parcel search** <https://www.land.vic.gov.au/property-and-parcel-search>

### Area Map



# PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:47 PM

## PROPERTY DETAILS

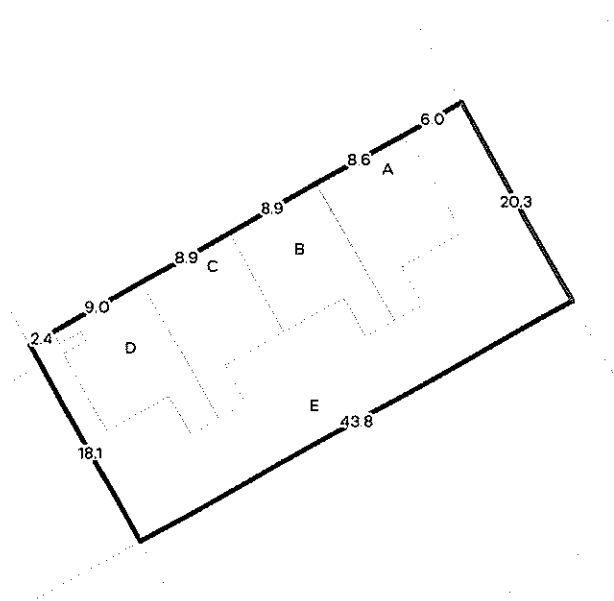
Address: **4/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **This property has 5 parcels. See table below**  
Standard Parcel Identifier (SPI): **See table below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39099**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**Note:** There are 4 properties identified for this site  
These can include units (or car spaces), shops, or part or whole floors of a building  
Dimensions for these individual properties are generally not available

## SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan



**Area:** 882 sq. m  
**Perimeter:** 128 m  
For this property  
— Site boundaries  
— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available

1 overlapping dimension label is not being displayed

Calculating the area from the dimensions shown may give a different value to the area shown above

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## PARCEL DETAILS

The letter in the first column identifies the parcel in the diagram above

	Lot/Plan or Crown Description	SPI
A	Lot 1 PS804630	1\PS804630
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C	Lot 3 PS804630	3\PS804630
D	Lot 4 PS804630	4\PS804630
E	Lot CM1 PS804630	CM1\PS804630

## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
Urban Water Corporation: **Gippsland Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**  
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# PROPERTY REPORT

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### Area Map



# PLANNING PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 07 September 2023 01:48 PM

## PROPERTY DETAILS

Address: **4/21 LEITH STREET NEWBOROUGH 3825**  
Lot and Plan Number: **More than one parcel - see link below**  
Standard Parcel Identifier (SPI): **More than one parcel - see link below**  
Local Government Area (Council): **LATROBE**  
Council Property Number: **39099**  
Planning Scheme: **Latrobe**  
Directory Reference: **Vicroads 701 L6**

[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

[Planning Scheme - Latrobe](#)

This property has 5 parcels. For full parcel details get the free Property report at [Property Reports](#)

## UTILITIES

Rural Water Corporation: **Southern Rural Water**  
Urban Water Corporation: **Gippsland Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

## STATE ELECTORATES

Legislative Council: **EASTERN VICTORIA**  
Legislative Assembly: **MORWELL**

## OTHER

Registered Aboriginal Party: **Gunaikurnai Land and Waters  
Aboriginal Corporation**

[View location in VicPlan](#)

## Planning Zones

NEIGHBOURHOOD RESIDENTIAL ZONE (NRZ)

NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 4 (NRZ4)



Note: labels for zones may appear outside the actual zone - please compare the labels with the legend

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## Planning Overlay

None affecting this land - there are overlays in the vicinity

### OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

#### BUSHFIRE MANAGEMENT OVERLAY (BMO)



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

## Further Planning Information

Planning scheme data last updated on 5 September 2023.

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## Native Vegetation

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