

**Document 4**  
**Budgets, Schedule of Levies and Related Financial Information**

# Meridian

## Yarra 1 Investments P/L (ATF)

PROPOSED 12 MONTH BUDGET	COMPLETED		
Number of Lots:	43		
Total Contribution Schedule Lot Entitlement:	10535		
Total Interest Schedule Lot Entitlement:	10006		
Administration Fund Contribution Per Contribution Schedule Lot Entitlement:	\$3.98		
Sinking Fund Contribution Per Contributions Schedule Lot Entitlement:	\$2.24		
Insurance Reimbursement (Building) per Interest Schedule Lot Entitlement:	\$0.94		
ADMINISTRATIVE FUND	AMOUNT	PER LOT	DESCRIPTION
Audit Fees	\$0.00		No audit first year
Bank Fees	\$250.00		Transaction fees for levies, EFT
BMS - Admin Fee	\$3,500.00		
BMS - Admin Fee (Recovery)	(\$2,275.00)		65% Recovered from retail
Cleaning Materials	\$600.00		
Contracts - Gardens & Grounds	\$5,200.00		Include rubbish bin placment 2hrs per week
Contracts - Pool & Spa	\$5,200.00		2hrs per week
Electricity	\$2,750.00		Common property
Fee & Permits	\$350.00		Backflow Testing
Insurance - PL & DO	\$2,250.00		\$10M P&L, & \$5M Directors/Office Bearers
Maxsoft Licensing Fee	\$580.50	\$13.50	Software licence fee
Pest Control	\$650.00		Common property only
Pool Chemicals	\$1,750.00		
Printing Postage & Stationery	\$2,150.00	\$50.00	
Printing Postage & Stationery - Non Contract	\$350.00		
Process BAS Statement	\$1,140.00		Quarterly report
R & M Building	\$1,150.00		Including security Gate
R & M Electrical	\$500.00		Replacement of light bulbs, repairs and maintenance etc
R & M Gardens & Grounds	\$500.00		
R & M Lift	\$2,400.00		
R & M Plumbing	\$500.00		Repairs / adjustments
R & M Pool	\$500.00		
Secretarial Fees	\$5,805.00	\$135.00	
Secretarial Fees - Non Contract	\$550.00		
Set up Fees	\$550.00		Establishment of electronic records, year 1 only
Sundry Expenses	\$141.50		
Tax Return Fee	\$350.00		Annual tax return
Workers Compensation	\$309.00		
Workplace Health & Safety Report	\$450.00		Annual report covering common property
ADMIN FUND	AMOUNT		
TOTAL OF ADMIN FUND (EX GST)	\$38,151.00		
GST	\$3,815.10		
TOTAL OF ADMIN FUND (INC GST)	\$41,966.10		
INSURANCE REIMBURSEMENT	AMOUNT		
TOTAL OF INSURANCE REIMBURSEMENT (EX GST)	\$10,050.00		
TOTAL RECOVERED FROM RETAIL	(\$1,507.50)		Recovered from Retail @ 15% of the Building Portion
GST	\$854.25		
TOTAL OF INSURANCE REIMBURSEMENT (INC GST)	\$9,396.75		
SINKING FUND	AMOUNT		
SINKING FUND (EX GST)	\$21,500.00		Based on Report by Star BMS
GST	\$2,150.00		
SINKING FUND (INCL GST)	\$23,650.00		
GRAND TOTAL	AMOUNT		
TOTAL (EX GST)	\$68,193.50		
GST	\$6,819.35		
TOTAL (INCL GST)	\$75,012.85		

# Meridian

## Yarra 1 Investments P/L

### Schedule of Proposed Contributions

Total Number of Lots	43
Total Contribution Schedule Lot Entitlement:	10,535
Total Interest Schedule Lot Entitlement:	10,006
Administration fund (without insurance reimbursement (building)) per contribution schedule lot entitlement	\$ 3.98
Sinking fund per contribution schedule lot entitlement	\$ 2.24
Insurance Reimbursement (Building) per interest schedule lot entitlement	\$ 0.94

BODY CORPORATE LEVY INFORMATION								
Lot Number	Contribution Schedule Lot Entitlements "CSLE"	Interest Schedule Lot Entitlements "ISLE"	Administration Fund inc GST by CSLE	Sinking Fund inc GST by CSLE	Insurance Reimbursement (Building) inc GST by ISLE	Total Annual Contribution inc GST	Body Corporate Manager inc GST by CSLE	Total Weekly Contribution (inc GST)
1	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
2	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
3	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
4	230	242	\$916.20	\$516.33	\$227.26	\$1,659.79	\$191.04	\$31.92
5	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
6	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
7	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
8	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
9	230	237	\$916.20	\$516.33	\$222.57	\$1,655.10	\$191.04	\$31.83
10	253	258	\$1,007.82	\$567.96	\$242.29	\$1,818.07	\$210.14	\$34.96
11	230	239	\$916.20	\$516.33	\$224.45	\$1,656.98	\$191.04	\$31.86
12	230	236	\$916.20	\$516.33	\$221.63	\$1,654.16	\$191.04	\$31.81
13	229	236	\$912.22	\$514.08	\$221.63	\$1,647.93	\$190.21	\$31.69
14	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
15	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
16	230	237	\$916.20	\$516.33	\$222.57	\$1,655.10	\$191.04	\$31.83
17	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
18	253	256	\$1,007.82	\$567.96	\$240.41	\$1,816.20	\$210.14	\$34.93
19	230	236	\$916.20	\$516.33	\$221.63	\$1,654.16	\$191.04	\$31.81
20	253	256	\$1,007.82	\$567.96	\$240.41	\$1,816.20	\$210.14	\$34.93
21	253	256	\$1,007.82	\$567.96	\$240.41	\$1,816.20	\$210.14	\$34.93
22	230	236	\$916.20	\$516.33	\$221.63	\$1,654.16	\$191.04	\$31.81
23	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
24	253	263	\$1,007.82	\$567.96	\$246.99	\$1,822.77	\$210.14	\$35.05
25	230	239	\$916.20	\$516.33	\$224.45	\$1,656.98	\$191.04	\$31.86
26	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
27	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
28	230	239	\$916.20	\$516.33	\$224.45	\$1,656.98	\$191.04	\$31.86
29	253	260	\$1,007.82	\$567.96	\$244.17	\$1,819.95	\$210.14	\$35.00
30	230	235	\$916.20	\$516.33	\$220.69	\$1,653.22	\$191.04	\$31.79
31	230	232	\$916.20	\$516.33	\$217.87	\$1,650.40	\$191.04	\$31.74

Lot Number	Contribution Schedule Lot Entitlements "CSLE"	Interest Schedule Lot Entitlements "ISLE"	Administration Fund inc GST by CSLE	Sinking Fund inc GST by CSLE	Insurance Reimbursement (Building) inc GST by ISLE	Total Annual Contribution inc GST	Body Corporate Manager inc GST by CSLE	Total Weekly Contribution (inc GST)
32	229	232	\$912.22	\$514.08	\$217.87	<b>\$1,644.18</b>	\$190.21	\$31.62
33	253	256	\$1,007.82	\$567.96	\$240.41	<b>\$1,816.20</b>	\$210.14	\$34.93
34	248	173	\$987.91	\$556.73	\$162.47	<b>\$1,707.11</b>	\$205.99	\$32.83
35	245	173	\$975.96	\$550.00	\$162.47	<b>\$1,688.42</b>	\$203.50	\$32.47
36	250	173	\$995.87	\$561.22	\$162.47	<b>\$1,719.56</b>	\$207.65	\$33.07
37	248	173	\$987.91	\$556.73	\$162.47	<b>\$1,707.11</b>	\$205.99	\$32.83
38	248	173	\$987.91	\$556.73	\$162.47	<b>\$1,707.11</b>	\$205.99	\$32.83
39	245	173	\$975.96	\$550.00	\$162.47	<b>\$1,688.42</b>	\$203.50	\$32.47
40	248	173	\$987.91	\$556.73	\$162.47	<b>\$1,707.11</b>	\$205.99	\$32.83
41	251	173	\$999.86	\$563.47	\$162.47	<b>\$1,725.79</b>	\$208.48	\$33.19
42	254	173	\$1,011.81	\$570.20	\$162.47	<b>\$1,744.48</b>	\$210.98	\$33.55
43	250	173	\$995.87	\$561.22	\$162.47	<b>\$1,719.56</b>	\$207.65	\$33.07
<b>43</b>	<b>10,535</b>	<b>10,006</b>	<b>\$41,966.10</b>	<b>\$23,650.00</b>	<b>\$9,396.75</b>	<b>\$75,012.85</b>	<b>\$8,750.50</b>	

**Document 5**  
**Body Corporate Manager's Agreement**

# Administration Agreement

## BETWEEN

Stewart Silver King and Burns (Gold Coast) Pty Ltd ABN 88 069 399 864 (SSKB) of 10 Frigo Court, Bundall QLD 4217.

## AND

The Body Corporate for **Meridian at Yarrabilba CTS TBA** (Body Corporate) of **Waldron Street**.

## 1 Term

This Agreement starts on date of registration and finishes on 3 years from the date of registration.

## 2 Fees and Service

- 2.1 For \$135.00 per lot per annum secretarial fee, plus \$50.00 per lot per annum disbursement fees, SSKB will perform the Agreed Services for the Body Corporate.
- 2.2 All fees for services and disbursements included in this agreement are exclusive of GST.
- 2.3 Fees for the agreed services and disbursements are payable in advance in quarterly instalments. Any other fees which may be incurred are payable monthly in arrears, based on the fees-for-service listed on the SSKB website at the time the service is rendered. SSKB is authorised to automatically deduct these amounts from body corporate funds.
- 2.4 Service fees will increase on the anniversary of the agreement by 5% or CPI (all groups Brisbane), whichever is the greatest. The formula for applying the increase is set out in the notes to this agreement available on the [sskb.com.au](http://sskb.com.au) website.
- 2.5 The services included within this Agreement are detailed at clause 3. Items or activities not listed are beyond the scope of this Agreement and are not covered by the secretarial fees stated at clause 2.1. For notes to assist with the interpretation of this Agreement please see our website at [http://sskb.com.au/wp-content/uploads/2014/08/QLD\\_notes\\_disbursement-updates.pdf](http://sskb.com.au/wp-content/uploads/2014/08/QLD_notes_disbursement-updates.pdf)

## Signing Clause

THE COMMON SEAL of: **The Body Corporate for Meridian at Yarrabilba CTS TBA Regulation Module Accommodation** was affixed pursuant to an ordinary resolution of the Body Corporate in the presence of:

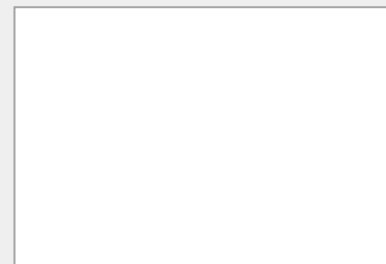
\_\_\_\_\_  
(Signature 1)

\_\_\_\_\_  
(Print name & designation)

\_\_\_\_\_  
(Signature 2)

\_\_\_\_\_  
(Print name & designation)

\_\_\_\_\_  
(Date)



EXECUTED by its duly authorised representative on behalf of:  
**[Choose company]**

\_\_\_\_\_  
(Signature 1)

\_\_\_\_\_  
(Print name & designation)

\_\_\_\_\_  
(Signature 2)

\_\_\_\_\_  
(Print name & designation)

\_\_\_\_\_  
(Date)