

P & T Stevens Superannuation Fund Contributions Breakdown Report

For The Period 01 July 2021 - 30 June 2022

Summary

Member	D.O.B	Age (at 30/06/2021)	Total Super Balance (at 30/06/2021) *1	Concessional	Non-Concessional	Other	Reserves	Total
Stevens, Peter	06/03/1971	50	320,042.08	16,408.32	0.00	0.00	0.00	16,408.32
Stevens, Tanya	05/08/1971	49	15,019.83	2,429.69	1,221.79	0.00	0.00	3,651.48
All Members				18,838.01	1,221.79	0.00	0.00	20,059.80

*1 TSB can include information external to current fund's transaction records. The amount is per individual across all funds.

Contribution Caps

Member	Contribution Type	Contributions	Cap	Current Position
Stevens, Peter	Concessional	16,408.32	48,027.63	31,619.31 Below Cap
	(5 year carry forward cap available)			
Stevens, Tanya	Non-Concessional	0.00	110,000.00	110,000.00 Below Cap
	(5 year carry forward cap available)			
Stevens, Tanya	Concessional	2,429.69	93,810.21	91,380.52 Below Cap
	(5 year carry forward cap available)			
Stevens, Tanya	Non-Concessional	1,221.79	110,000.00	108,778.21 Below Cap
	(5 year carry forward cap available)			

Carry Forward Unused Concessional Contribution Cap

Member	2017	2018	2019	2020	2021	2022	Current Position
Stevens, Peter	Concessional Contribution Cap	30,000.00	25,000.00	25,000.00	25,000.00	25,000.00	27,500.00
	Concessional Contribution	0.00	4,858.91	17,855.79	18,304.00	18,312.58	16,408.32
	Unused Concessional Contribution	0.00	0.00	7,144.21	6,696.00	6,687.42	11,091.68
	Cumulative Carry Forward Unused	N/A	N/A	0.00	7,144.21	13,840.21	20,527.63
	Maximum Cap Available	30,000.00	25,000.00	25,000.00	32,144.21	38,840.21	48,027.63
	Total Super Balance	0.00	0.00	257,217.82	262,818.81	267,462.63	320,042.08
Stevens, Tanya	Concessional Contribution Cap	30,000.00	25,000.00	25,000.00	25,000.00	25,000.00	27,500.00
	Concessional Contribution	0.00	970.89	2,548.66	2,747.83	3,393.30	2,429.69
	Unused Concessional Contribution	0.00	0.00	22,451.34	22,252.17	21,606.70	25,070.31
	Cumulative Carry Forward Unused	N/A	N/A	0.00	22,451.34	44,703.51	66,310.21
	Maximum Cap Available	30,000.00	25,000.00	25,000.00	47,451.34	69,703.51	93,810.21
	Total Super Balance	0.00	0.00	6,732.29	8,664.69	10,539.59	15,019.83

NCC Bring Forward Caps

Member	Bring Forward Cap	2019	2020	2021	2022	Total	Current Position
Stevens, Peter	N/A	0.00	0.00	0.00	0.00	N/A	Bring Forward Not Triggered
Stevens, Tanya	N/A	894.56	954.60	1,316.76	1,221.79	N/A	Bring Forward Not Triggered

Stevens, Peter

Date	Transaction Description	Ledger Data			SuperStream Data						
		Contribution Type	Concessional	Non-Concession	Other	Reserves	Contribution	Employer	Concessional	Non-Concess	Other
05/07/2021	SuperChoice P/L PC020721-	Employer	707.85				Employer	DEPARTMENT OF EDUCATION	707.85		
19/07/2021	021522631 50 SuperChoice P/L PC160721-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
02/08/2021	043978818 50 SuperChoice P/L PC300721-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
16/08/2021	017363037 50 SuperChoice P/L PC130821-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
30/08/2021	033815372 50 SuperChoice P/L PC270821-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
13/09/2021	033829849 50 SuperChoice P/L PC100921-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
27/09/2021	094067560 50 SuperChoice P/L PC240921-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
12/10/2021	094081590 50 SuperChoice P/L PC081021-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
25/10/2021	094095873 50 SuperChoice P/L PC221021-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
08/11/2021	038676077 50 SuperChoice P/L PC051121-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
22/11/2021	071603483 50 SuperChoice P/L PC191121-	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		
06/12/2021	071617992 50 SuperChoice P/L	Employer	721.95				Employer	DEPARTMENT OF EDUCATION	721.95		

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05/07/2021	SuperChoice P/L PC020721- 021522901 50	Personal - Non- Concessional	45.01	45.01	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.01
19/07/2021	SuperChoice P/L PC160721- 043978979 50	Employer	114.77	114.77	DEPARTMENT OF EDUCATION	Employer	114.77
19/07/2021	SuperChoice P/L PC160721- 043978979 50	Personal - Non- Concessional	45.01	45.01	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.01
02/08/2021	SuperChoice P/L PC300721- 017362839 50	Employer	114.77	114.77	DEPARTMENT OF EDUCATION	Employer	114.77
02/08/2021	SuperChoice P/L PC300721- 017362839 50	Personal - Non- Concessional	45.01	45.01	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.01
16/08/2021	SuperChoice P/L PC130821- 033815629 50	Employer	114.77	114.77	DEPARTMENT OF EDUCATION	Employer	114.77
16/08/2021	SuperChoice P/L PC130821- 033815629 50	Personal - Non- Concessional	45.01	45.01	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.01
30/08/2021	SuperChoice P/L PC270821- 033830015 50	Employer	114.77	114.77	DEPARTMENT OF EDUCATION	Employer	114.77
30/08/2021	SuperChoice P/L PC270821- 033830015 50	Personal - Non- Concessional	45.01	45.01	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.01
13/09/2021	SuperChoice P/L PC100921- 094067744 50	Employer	117.24	117.24	DEPARTMENT OF EDUCATION	Employer	117.24
13/09/2021	SuperChoice P/L PC100921- 094067744 50	Personal - Non- Concessional	45.98	45.98	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	45.98
27/09/2021	SuperChoice P/L PC240921- 094081823 50	Employer	117.63	117.63	DEPARTMENT OF EDUCATION	Employer	117.63
27/09/2021	SuperChoice P/L PC240921- 094081823 50	Personal - Non- Concessional	46.13	46.13	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	46.13
12/10/2021	SuperChoice P/L PC081021- 094096043 50	Employer	117.63	117.63	DEPARTMENT OF EDUCATION	Employer	117.63
12/10/2021	SuperChoice P/L PC081021- 094096043 50	Personal - Non- Concessional	46.13	46.13	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	46.13
25/10/2021	SuperChoice P/L PC221021- 038676043 50	Employer	117.63	117.63	DEPARTMENT OF EDUCATION	Employer	117.63
25/10/2021	SuperChoice P/L	Personal - Non- Concessional	46.13	46.13	DEPARTMENT OF EDUCATION	Personal - Non- Concessional	46.13

08/11/2021	038676043 50 SuperChoice P/L PC051121- 071603689 50	Employer	117.63	117.63	Employer	DEPARTMENT OF EDUCATION	117.63
08/11/2021	SuperChoice P/L PC051121- 071603689 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
22/11/2021	SuperChoice P/L PC191121- 071618261 50	Employer	117.69	117.69	Employer	DEPARTMENT OF EDUCATION	117.69
22/11/2021	SuperChoice P/L PC191121- 071618261 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
06/12/2021	SuperChoice P/L PC031221- 071633562 50	Employer	117.64	117.64	Employer	DEPARTMENT OF EDUCATION	117.64
06/12/2021	SuperChoice P/L PC031221- 071633562 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
20/12/2021	SuperChoice P/L PC171221- 071648092 50	Employer	117.64	117.64	Employer	DEPARTMENT OF EDUCATION	117.64
20/12/2021	SuperChoice P/L PC171221- 071648092 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
24/12/2021	SuperChoice P/L PC231221- 016959623 50	Employer	117.64	117.64	Employer	DEPARTMENT OF EDUCATION	117.64
24/12/2021	SuperChoice P/L PC231221- 016959623 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
17/01/2022	SuperChoice P/L PC140122- 062852618 50	Employer	117.64	117.64	Employer	DEPARTMENT OF EDUCATION	117.64
17/01/2022	SuperChoice P/L PC140122- 062852618 50	Personal - Non- Concessional	46.13	46.13	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
29/01/2022	ASIC P&T Stevens Property PL	Personal - Non- Concessional	276.00	276.00	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	46.13
31/01/2022	SuperChoice P/L PC280122- 062867524 50	Employer	92.69	92.69	Employer	DEPARTMENT OF EDUCATION	92.69
31/01/2022	SuperChoice P/L PC280122- 062867524 50	Personal - Non- Concessional	36.35	36.35	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	36.35
14/02/2022	SuperChoice P/L PC110222- 062882318 50	Employer	124.77	124.77	Employer	DEPARTMENT OF EDUCATION	124.77
14/02/2022	SuperChoice P/L	Personal - Non- Concessional	48.93	48.93	Personal - Non- Concessional	DEPARTMENT OF EDUCATION	48.93

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28/02/2022	PC110222-062882318 50 SuperChoice P/L	Concessional Employer	124.77		124.77	EDUCATION	Concessional Employer	124.77		
28/02/2022	PC250222-062896607 50 SuperChoice P/L	Personal - Non-Concessional		48.93	48.93	EDUCATION	Personal - Non-Concessional		48.93	
14/03/2022	PC110322-062896607 50 SuperChoice P/L	Employer	127.88		127.88	EDUCATION	Employer	127.88		
14/03/2022	PC110322-063470059 50 SuperChoice P/L	Personal - Non-Concessional		50.15	50.15	EDUCATION	Personal - Non-Concessional		50.15	
28/03/2022	PC250322-063484783 50 SuperChoice P/L	Employer	127.88		127.88	EDUCATION	Employer	127.88		
28/03/2022	PC250322-063484783 50 SuperChoice P/L	Personal - Non-Concessional		50.15	50.15	EDUCATION	Personal - Non-Concessional		50.15	
11/04/2022	PC080422-063500571 50 SuperChoice P/L	Employer	63.94		63.94	EDUCATION	Employer	63.94		
11/04/2022	PC080422-063500571 50 SuperChoice P/L	Personal - Non-Concessional		25.08	25.08	EDUCATION	Personal - Non-Concessional		25.08	
Total - Stevens, Tanya			2,429.69	1,221.79	0.00			2,429.69	945.79	0.00

Total for All Members 18,838.01 1,221.79 0.00 0.00

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P & T Stevens Superannuation Fund General Ledger



As at 30 June 2022

Transaction Date	Description	Units	Debit	Credit	Balance \$
Proceeds from Insurance Policies (27500)					
<i>(Proceeds from Insurance Policies) Stevens, Peter - Accumulation (STEPET00001A)</i>					
06/04/2022	AIA AUSTRALIA LT AIA Claim Payment 50			1,831.12	1,831.12 CR
04/05/2022	AIA AUSTRALIA LT AIA Claim Payment 50			734.31	2,565.43 CR
18/05/2022	AIA AUSTRALIA LT AIA Claim Payment 50			3,472.57	6,038.00 CR
08/06/2022	AIA AUSTRALIA LT AIA Claim Payment 50			7,394.35	13,432.35 CR
				13,432.35	13,432.35 CR

Total Debits: 0.00

Total Credits: 13,432.35



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AIA Australia
PO Box 6111
St Kilda Road Central VIC 8008
Freecall : 1800 333 613
Freefax : 1800 832 266
AIA.COM.AU

13 April 2022

P&T Stevens SMSF Pty Ltd ATF P&T Stevens Superannuation Fund.
23 RIVERVIEW RD
NERANG QLD 4211

Pete.js@bigpond.com

PRIVATE & CONFIDENTIAL

Dear Mr Stevens,

Your Income Protection claim

Policy Number: 65952078
Claim Number: 184110

Thank you for sending through your claim form and supporting documents.

We've assessed your claim and are pleased to confirm that you've been approved for Income Protection Benefits for the period that you are unable to work as a result of your condition.

Your Income Protection Benefit

For the purpose of this claim, your date of disablement is considered to be 11/10/2021. This is the date you were medically supported as being disabled and unable to carry out your work.

Following your 30 day waiting period, your monthly benefit commenced on 10/11/2021. Benefits are paid monthly in arrears.

Indemnity Policy

Your policy is an Indemnity contract. This means the monthly benefit we will pay for this claim will be the lesser of the Monthly Benefit which is \$7,447.00 applicable at your date of disablement, and 75% of your pre-disablement income.

Based on the financial information you provided, i.e your Individual Tax Return for FY 2021 your pre-disablement income supports an Indemnity Monthly Benefit of **\$7,394.35**.

Your Monthly Payment

Your income benefit payment is detailed below.

Benefit Type	Benefit period	Benefit Payable	Payment Date
Income benefit	10/11/2021 to 09/12/2021	\$0.00 (*)	07/04/2022
Income benefit	10/12/2021 to 09/01/2022	\$1,096.81 (*)	07/04/2022
Income benefit	10/01/2022 to 09/02/2022	\$0.00 (*)	07/04/2022
Income benefit	10/02/2022 to 09/03/2022	\$734.31 (*)	07/04/2022

\$ 1831-12

(*) Please note that your policy is Super-owned and as per your policy terms & definition, claim offsets are applicable including sick leaves and annual leaves.

Please note that we don't deduct tax out of benefits we pay you. However, the Australian Tax Office may consider these benefits as taxable income so make sure you declare them in your tax returns. We recommend that you get advice from a qualified accountant in relation to this.

Premium refund

We have switched off premium payments in our system. This means that premium payment and refund for your Income Protection cover is not required while you remain on claim. Any premiums already paid as from 11/10/2021 will be refunded to you and a letter containing further information will be posted to you once this has been actioned.

What you need to do next

We assess benefits on a monthly basis, so you'll need to complete a Supplementary Report Form and a Medical Attendant's Statement for benefit payment period 10/03/2022 to 09/04/2022.

Please provide us with your ongoing pay slips received after the 23/03/2022.

So we can further consider your claim, please complete the enclosed forms and send them back by at your earliest convenience.

You can send your documents via email to au.retail.claims@aia.com or mail to:

**PO Box 6111
Melbourne VIC 3004**

If you have any queries about your benefit or require assistance in any way, please contact me directly on 03 9009 4850 between 9am and 5pm (AEST) weekdays.

Yours sincerely,



Charles Li
Claims Assessor – Retail Claims
AIA Australia Ltd

CC: Tom@simmonsivingstone.com.au; lauren@simmonsivingstone.com.au



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AIA Australia
PO Box 6111
St Kilda Road Central VIC 8008
Freecall : 1800 333 613
Freefax : 1800 832 266
AIA.COM.AU

3 May 2022

P&T Stevens SMSF Pty Ltd ATF P&T Stevens Superannuation Fund.
23 RIVERVIEW RD
NERANG QLD 4211

Pete.js@bigpond.com

PRIVATE & CONFIDENTIAL

Dear Mr Stevens,

Your Income Protection claim

Policy Number: 65952078
Claim Number: 184110

Thank you for sending through your claim form and supporting documents.

We've assessed your claim and are pleased to confirm that you've been approved for further Income Protection Benefit(s) for the period that you are unable to work as a result of your condition.

Your Monthly Payment

Your income benefit payment is detailed below.

Benefit Type	Benefit period	Benefit Payable	Payment Date
Income benefit	10/03/2022 to 09/04/2022	\$734.31	03/05/2022

(*) Please note that your policy is Super-owned and as per your policy terms & definition, claim offsets are applicable including sick leaves and annual leaves.

Please note that we don't deduct tax out of benefits we pay you. However, the Australian Tax Office may consider these benefits as taxable income so make sure you declare them in your tax returns. We recommend that you get advice from a qualified accountant in relation to this.

What you need to do next

Based on the medical information received on file, there is no need for you to provide any forms (SRF/MAS) for the period 10/04/2022 to 09/08/2022.

We only require your ongoing pay slips where the the pay dates are after the 20/04/2022.

You can send your documents via email to au.retail.claims@aia.com or mail to:

**PO Box 6111
Melbourne VIC 3004**

If you have any queries about your benefit or require assistance in any way, please contact me directly on 03 9009 4850 between 9am and 5pm (AEST) weekdays.

2.5

Yours sincerely,



Charles Li
Claims Assessor – Retail Claims
AIA Australia Ltd

CC: Tom@simmonsivingstone.com.au; lauren@simmonsivingstone.com.au



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AIA Australia
PO Box 6111
St Kilda Road Central VIC 8008
Freecall : 1800 333 613
Freefax : 1800 832 266
AIA.COM.AU

7 June 2022

P&T Stevens SMSF Pty Ltd ATF P&T Stevens Superannuation Fund.
23 RIVERVIEW RD
NERANG QLD 4211

Pete.js@bigpond.com

PRIVATE & CONFIDENTIAL

Dear Mr Stevens,

Your Income Protection claim

Policy Number: 65952078
Claim Number: 184110

Thank you for sending through your claim form and supporting documents.

We've assessed your claim and are pleased to confirm that you've been approved for further Income Protection Benefit(s) for the period that you are unable to work as a result of your condition.

Your Monthly Payment

Your income benefit payment is detailed below.

Benefit Type	Benefit period	Benefit Payable	Payment Date
Income benefit	10/05/2022 to 09/06/2022	\$7,394.35	7/06/2022

(*) Please note that your policy is Super-owned and as per your policy terms & definition, claim offsets are applicable including sick leaves and annual leaves.

Please note that we don't deduct tax out of benefits we pay you. However, the Australian Tax Office may consider these benefits as taxable income so make sure you declare them in your tax returns. We recommend that you get advice from a qualified accountant in relation to this.

Future Scheduled Payments

Based on medical advice about your likely recovery period and to give you some certainty around future benefits, we've detailed your upcoming payments.

You don't need to complete claim forms for the payment periods listed below as these will be automatically paid into your nominated bank account.

Payment Period	Income Benefit Payable	Payment Date
10/06/2022 to 09/07/2022	\$7,394.35	7/07/2022
10/07/2022 to 09/08/2022	\$7,394.35	7/08/2022
10/08/2022 to 09/09/2022	\$7,394.35	7/09/2022

What you need to do next

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For further consideration of your claim beyond 09/09/2022, you you'll need to complete a Supplementary Report Form (SRF) and a Medical Attendant's Statement (MAS) for the benefit payment period 10/09/2022 to 09/10/2022 and send them back by **26/09/2022**.

You can send your documents via email to au.retail.claims@aia.com or mail to:

**PO Box 6111
Melbourne VIC 3004**

If you have any queries about your benefit or require assistance in any way, please contact me directly on 03 9009 4850 between 9am and 5pm (AEST) weekdays.

Yours sincerely,



Charles Li
Claims Assessor – Retail Claims
AIA Australia Ltd
CC: Tom@simmonsivingstone.com.au; lauren@simmonsivingstone.com.au



Australian Government
Australian Taxation Office

PAYG payment summary statement

Marked to ATO 6/7/22



34470214

This form is part of the PAYG payment summary annual report. See reverse of page for how to complete this form.

1 If you report your payment summary information to us electronically, do not complete this form.

1 Payment summaries printed from payroll software should not accompany this form. Use ATO printed payment summary forms.

2 Complete and send this form to us by **14 August** with the **ATO original** of the payment summaries issued. Do not use this form if you report using electronic media.

Send your completed form to us at:
Australian Taxation Office
Locked Bag 50
PENRITH NSW 2740

Print clearly in BLOCK LETTERS with a black pen only. Do not use rubber stamps to show payer details.

If you are **amending a payment summary statement** you have already sent, place X in this box

Statement for year ending 30 June 2022

Payer details ABN or withholding payer number 63 827 063 638 Branch number

Name
THE TRUSTEE FOR PIT STEVENS
SUPERANNUATION FUND

Address
Street number and street name
PO BOX 806

Suburb, town or locality DIXENFORD **State** QLD **Postcode** 4210

Contact name LEEZA COX **Contact phone number** 07 55618800

Payment summaries issued

Payment summary type	Total number of payment summaries issued	Total of gross payments or taxable components	Total of amounts of tax withheld
Individual non-business (includes salaries or wages paid to employees)	1	\$ 13,432	\$ 4,642
Employment termination payment		\$	\$
Superannuation lump sum		\$	\$
Superannuation income stream		\$	\$
Business and personal services income		\$	\$
Foreign employment		\$	\$

Privacy - For information about your privacy, visit our website at ato.gov.au/privacy

Declaration I declare that the information given on this form is complete and correct.

Signature of authorised person

Date 06 / 07 / 2022

3 You will need to keep a copy of this completed form, together with the PAYG payer's copy of the payment summaries issued, for your records.

IMPORTANT INFORMATION

Payers are required to lodge an annual report by **14 August** each year. An annual report consists of a completed *PAYG payment summary statement* and the **ATO original** payment summaries issued. Send your annual report to the address on the front of this form. You may incur a penalty if you do not lodge your annual report by the due date.

PAYG withholding payment summary reports can be lodged anytime via the Business Portal. For more information, visit ato.gov.au/onlineservices

How to complete your *PAYG payment summary statement*

Statement for year ending 30 June

The year must be shown as a four digit figure. For example the year ending 30 June 2014 must be shown as '2014' and not '14'.

PAYER DETAILS

ABN or withholding payer number and branch number

Write your Australian business number (ABN), or withholding payer number (WPN), in the boxes provided. For payers with an ABN, the ABN should be the one that appears on the activity statement you report your PAYG withholding amounts on. If you have one ABN, but multiple branches, you should show the branch number. If you do not have a branch number, leave the boxes blank.

Name

The name should be the same as the one that appears on the activity statement you report your PAYG withholding amounts on.

Address

The street number and name, suburb, town or locality, state or territory and postcode must be shown separately in the fields provided.

Contact name and phone number

A daytime contact name and phone number should be provided so that we can contact you if any information needs to be checked.

Declaration

Sign and date this form. The *PAYG payment summary statement* is a legal document and the law imposes penalties for giving false or misleading information.

Payment summaries issued

For each type of payment summary you issued for the financial year, provide the following details:

- the total number of payment summaries
- the total of gross payments or taxable components, in whole dollars
- the total amounts of tax withheld, in whole dollars.

For individual non-business payment summaries include the following at 'Total of gross payments or taxable components':

- gross payments
- CDEP payments
- total allowances
- total lump sum payments (excluding any amounts shown at D).

For foreign employment payment summaries, include Total Australian tax withheld in the 'Total of amounts of tax withheld' column. **Do not** include amounts of foreign tax withheld or paid. Include the following at 'Total of gross payments or taxable components':

- gross payments (include total allowances)
- total lump sum payments (excluding any amounts shown at D).

For any of the following payment summaries only include the **taxable component** of each payment type:

- employment termination payment
- superannuation lump sum
- superannuation income stream.

AMENDING A PAYG PAYMENT SUMMARY STATEMENT

Complete a new *PAYG payment summary statement*, marking the 'amending a payment summary statement' box with an 'X' if you:

- made a mistake with any of the amounts in your completed *PAYG payment summary statement* and you have already sent it to us
- have amended any of the amounts on the payment summaries you have issued to payees
- are sending payment summaries that you did not send before.

You should then complete the amended *PAYG payment summary statement* in full, detailing amounts from **ALL** payment summaries issued by you for the financial year, and forward it to the address on the front of this form.

Note: You are only required to lodge the copies of any amended payment summaries and any payment summaries that have not previously been sent, with your amended *PAYG payment summary statement*.

Complete the *PAYG payment summary – business and personal services income* (NAT 72545) to provide details of amounts you have withheld from payments you made:

- under a voluntary agreement
- under a labour hire arrangement
- that are other specified payments
- that are Attributed personal services income.

MORE INFORMATION

If you need more information about your *PAYG payment summary statement*, you can:

- visit ato.gov.au
- phone **13 28 66**.

If you do not speak English well and need help from the ATO, phone the Translating and Interpreting Service on **13 14 50**.

If you are deaf, or have a hearing or speech impairment, phone the ATO via the National Relay Service (NRS) on the numbers listed below:

- TTY users, phone **13 36 77** and ask for the ATO number you need
- Speak and Listen (speech-to-speech relay) users, phone **1300 555 727** and ask for the ATO number you need
- internet relay users, connect to the NRS on relayservice.com.au and ask for the ATO number you need.



Australian Government
Australian Taxation Office

PAYG payment summary – individual non-business



00460117

You must complete all sections of this form.

For help completing this form, visit our website at ato.gov.au/paymentsummaries

If you are amending a payment summary you have already sent, place X in this box.

Payment summary for year ending 30 June 2022

Section A: Payee details

Tax file number 181 315 807

Date of birth (if known) 06 / 03 / 1971

Surname or family name

STEVENS

Given name/s

PETER

Residential address

23 RIVERVIEW ROAD

Suburb/town/locality

NERANG

State/territory

QLD

Postcode

4211

Section B: Payment details

Period during which payments were made 26 / 05 / 2022 to 30 / 06 / 2022

TOTAL TAX WITHHELD \$ 4,642.00

GROSS PAYMENTS (do not include amounts shown under 'Allowances', 'Lump sum payments', 'CDEP payments' and 'Exempt foreign employment income')

\$ 13,432.00

Gross payments type

Community Development Employment Projects (CDEP) payments

\$ 0.00

Lump sum A

\$ 0.00

Reportable employer superannuation contributions (do not include compulsory super guarantee amounts. For more information, see the back page of this form.)

\$ 0.00

Lump sum B

\$ 0.00

Reportable fringe benefits amount FBT year 1 April to 31 March

\$ 0.00

Lump sum D

\$ 0.00

Is the employer exempt from FBT under section 57A of the FBTA 1986?

No Yes

Lump sum E

\$ 0.00

Deductible amount of the undeducted purchase price of an annuity

\$ 0.00

Exempt foreign employment income

Amount

\$ 0.00

Allowances (provide details)

\$ 0.00

\$ 0.00

Total allowances

\$ 0.00

Union/Professional association fees – Name of organisation

Amount

\$ 0.00

Workplace giving – Name of organisation

\$ 0.00

\$ 0.00

Section C: Payer details

You must also complete this section

Australian business number (ABN) or withholding payer number (WPN)

63 827 063 638

Branch number

Name (use the same name that appears on your activity statement)

THE TRUSTEE FOR PAT STEVENS

SUPERANNUATION FUND

Privacy – For information about your privacy, go to ato.gov.au/privacy

DECLARATION – I declare that the information given on this form is complete and correct.

Signature of authorised person

[Signature]

Date

06 / 07 / 2022

ATO original

Leeza Cox

From: Leeza Cox
Sent: Wednesday, 25 May 2022 1:15 PM
To: 'Pete Stevens'
Cc: Tom Graham; Lauren Buggy
Subject: Income protection payment from P&T Stevens Superannuation Fund

Hi Peter

How are you?

We can see that the income protection money has started flowing into the SMSF and the gross amount received to date totals \$6,038.

The SMSF needs to withhold tax of \$2,088 (which will be added to further withholding amounts up to 30 June and paid to the ATO on the June 2022 BAS– we will let you know when the time comes). The withholding tax amount is based on your estimated personal tax rate.

That means you can transfer \$3,950 from the Super Fund across into your personal account now.

There will be a monthly payment going forward and we'll let you know how much to withdraw as we go.

**Please let me know if you have any questions.
My usual office hours are 7am – 2pm weekdays.**

Kind Regards,

Leeza Cox

ACCOUNTANT

Tel [07 5561 8800](tel:0755618800) | Fax [07 5561 8700](tel:0755618700)

Email leeza@simmonsivingstone.com.au

Web simmonsivingstone.com.au

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Retail Medical Attendant's Statement

Forming part of the Supplementary Report Form

This Medical Attendant's Statement is to be completed by your usual doctor.
If there is a charge for completing this form, its payment is the responsibility of the patient.

Privacy

In completing this form you may be providing AIA Australia Limited with personal and sensitive information. This information must be handled, collected, used and disclosed in accordance with the Privacy Act 1988 (Cth) and the AIA Australia Group Privacy Policy as updated from time to time (AIA Australia Privacy Policy). For more information about the AIA Australia Privacy Policy (including notification) please refer to www.aia.com.au or contact 1800 333 613 to request a copy. AIA Australia may, if requested by the patient, require that you consider a request for personal and sensitive information and act accordingly.

Patient's Name MR PETER STEVEN Occupation

AIA Australia Claim Number

1. (a) How long have you known this patient? Professionally 6 months Personally

(b) If the patient was referred to you please provide:
Name of referring doctor

Address and telephone contact details

Date of referral / /

2. (a) What is your current diagnosis and the patient's level of disability?
ANXIETY
ATRIAL FIBRILLATION

(b) What is the objective clinical evidence to support your diagnosis?
Yes stress history
history of AF

3. (a) Are you still attending the patient? Yes No
If 'Yes', how frequently? 4 weekly

(b) Please provide the date of the last consultation. 26/4/2014

(c) What was the reason for the consultation?
Anxiety follow up

(d) When is the next scheduled consultation for the patient to attend you? 26/07/2014
If no further consultation has been arranged, please provide reason.

4. Please provide details of the treatment plan currently prescribed (including the names and dosages of any medication).
Daily 100mg by daily

5. To the best of your knowledge is the patient following the treatment plan prescribed? Yes No
 If 'No', please comment.

.....

6. Do you consider any other treatment plan necessary and/or beneficial for recovery and return to work in their usual capacity? If 'Yes', please comment. Yes No

.....

7. Would the patient benefit from Occupational Rehabilitation? e.g. Return to work program, studying, re-training, up-skilling etc? Please comment. Yes No

.....

8. What is the short term and long term prognosis?

Short term - *pro*
 long term - *good*

9. Has the patient been referred to any other doctor(s), medical provider(s) or rehabilitation provider(s) or other health professional(s) for treatment or consultation? If 'Yes', please state: Yes No

Date of referral Field of Practice (cardiologist, ortho surgeon, etc.) *Cardiology*

Name, address and telephone contact details
Prof. Dr. JAYASINATH
CHANGI CENTRE, NEEANG, SINGAPORE

Date of referral Field of Practice (cardiologist, ortho surgeon, etc.)

Name, address and telephone contact details

10. From your knowledge and understanding of the patient's usual occupation should he/she be able to perform any of the duties and/or responsibilities of their usual occupation?

- Yes - Please continue to question 11
- No - Please continue to question 12

11. (a) If the patient is able to perform some duties/and or responsibilities of their usual occupation, please list the date from which the patient became capable of resuming at least some duties they can perform and to what capacity (i.e. 50% etc.).

Work duty able to be performed	Date able to perform work duty	% capacity
.....	/ /	
.....	/ /	
.....	/ /	
.....	/ /	
.....	/ /	
.....	/ /	

- (b) How many hours per week can the patient perform these duties?
- (c) When do you consider the patient will be able to perform all of his/her usual occupational duties?
- (d) Please continue to question 13.

Leeza Cox

From: Tom Graham
Sent: Wednesday, 25 May 2022 12:48 PM
To: Leeza Cox; Lauren Buggy
Subject: RE: Peter Stevens Claim Number 184110 - Ongoing payment letter
Attachments: 2022.04.13 - Retail Medical Attendant's Statement - Signed.pdf

There is heaps! Haha

I've attached what might suffice but if you need further file is below..

Q:\Clients\Stevens, Peter & Tanya\Forms\Claims\2022\AIA IP

Lauren, can you please get rid of the blank copies we don't need when you've got spare time.. not urgent at all

Regards,

Tom Graham

PARTNER - FINANCIAL PLANNING

Tel 07 5561 8800 | Mob 0447 177 644 | Fax 07 5561 8700

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From: Leeza Cox
Sent: Wednesday, 25 May 2022 12:44 PM

To: Tom Graham <Tom@SimmonsLivingstone.com.au>; Lauren Buggy <Lauren@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110 - Ongoing payment letter

Hi guys

Just wondering if we have any doctors letters or reports that the client may have provided to AIA for his income protection claim.

It's just we'll need something on file to get past the cashing restrictions in the SMSF, and to pass onto the auditor at tax time.

Once we have that I can let Pete know how much he can draw down.

Please let me know if you have any questions.
My usual office hours are 7am – 2pm weekdays.

Kind Regards,

Leeza Cox

ACCOUNTANT

Tel 07 5561 8800 | Fax 07 5561 8700

Email leeza@simmonsLivingstone.com.au

Web simmonsLivingstone.com.au

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From: Tom Graham
Sent: Wednesday, 25 May 2022 9:21 AM
To: Leeza Cox <Leeza@SimmonsLivingstone.com.au>
Cc: Lauren Buggy <Lauren@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110 - Ongoing payment letter

Hey Leeza

Is pete right ot start drawing the IP claim now?

Regards,

Tom Graham

PARTNER - FINANCIAL PLANNING

Tel 07 5561 8800 Mob 0447 177 644 Fax 07 5561 8700

Email tom@simmonslivingstone.com.au

Web simmonslivingstone.com.au

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From: Tom Graham

Sent: Tuesday, 3 May 2022 9:28 AM

To: Leeza Cox <Leeza@SimmonsLivingstone.com.au>

Cc: Lauren Buggy <Lauren@SimmonsLivingstone.com.au>

Subject: FW: Peter Stevens Claim Number 184110 - Ongoing payment letter

Hi Leeza

See attached FYI 😊.

Regards,

Tom Graham

PARTNER - FINANCIAL PLANNING

Tel 07 5561 8800 | Mob 0447 177 644 | Fax 07 5561 8700

Email tom@simmonslivingstone.com.au

Web simmonslivingstone.com.au

30/340 Hope Island Road, Hope Island QLD 4212

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From: Li, Charles [<mailto:Charles.Li@aia.com>]

Sent: Tuesday, 3 May 2022 9:15 AM

To: Pete Stevens <pete.js@bigpond.com>; Lauren Buggy <Lauren@Simmonslivingstone.com.au>

Cc: Tom Graham <Tom@Simmonslivingstone.com.au>

Subject: Peter Stevens Claim Number 184110 - Ongoing payment letter

Hi Pete

Trust you are well.

Please find attached the payment letter following the recent assessment of your claim, including payment details as well as the next steps of the ongoing assessment of your claim.

As stated in the payment letter I wish to inform you that for the period 10/04/2022 to 09/08/2022 we only need your ongoing pay slips to calculate your benefits. There is no need to send any SRF/MAS, which are attached here for your future reference post the above period.

I have also attached our letter re Refund of Premiums actioned recently. Kindly ignore the previous letter which was not reflecting the correct amount refunded.

Please feel free to contact me for any queries that you may have.

Thanking you

Kind regards
Charles



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Charles Li
AIA VITALITY STATUS PLATINUM
Claims Assessor
AIA Australia

509 St Kilda Road, Melbourne, Victoria 3004
T: 61390094348 E: Charles.Li@aia.com

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From: Li, Charles
Sent: Monday, 4 April 2022 1:48 PM
To: Pete Stevens <pete.js@bigpond.com>; 'Lauren Buggy' <Lauren@SimmonsLivingstone.com.au>
Cc: 'Tom Graham' <Tom@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110

Hi Pete,

Thank you for your email and for sending me the pay slips. I will get them scanned on your file and look at them.

Re the MAS, please note it does not necessarily be completed by your specialist. Your GP can fill in the statement if they are aware of your condition and are able to complete it – this is fine by us.

Once I have an update on your claim I will let you know soonest.

Thanks

Kind regards
Charles



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Charles Li
AIA VITALITY STATUS PLATINUM
Claims Assessor
AIA Australia

509 St Kilda Road, Melbourne, Victoria 3004
T: 61390094348 E: Charles.Li@aia.com

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From: Pete Stevens <pete.js@bigpond.com>
Sent: Monday, 4 April 2022 12:39 PM
To: Li, Charles <Charles.Li@aia.com>; 'Lauren Buggy' <Lauren@SimmonsLivingstone.com.au>
Cc: 'Tom Graham' <Tom@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110

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Hello Charles,

I have sent the MAS off to my cardiologist. I am a little concerned because I had already asked him to fill one out as part of the original claim. He directed me to my GP and said he doesn't do those. I guess we will see what comes back.

I have attached all my sick leave payslips. I believe I have secured long service leave after the 19-4-2022 at half pay for 12 months although I was hoping to cancel that if my application was successful as Isl will allow us to pay the bills and not much else which is better than nothing I guess.

I am unsure what happens in the mean time between now and then.

Cheers

Pete

From: Li, Charles <Charles.Li@aia.com>
Sent: Friday, April 1, 2022 2:40 PM
To: Pete Stevens <pete.js@bigpond.com>; 'Lauren Buggy' <Lauren@SimmonsLivingstone.com.au>
Cc: 'Tom Graham' <Tom@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110

Hi Peter,

Thank you so much for making the time to respond to my email and providing additional medical info / certificates and the history leading to your disablement.

I am really sorry to hear about your work challenges and the enormous amount of sacrifice you have made over the years and their impact on your mental health, well-being, not to mention your family and parental life.

I was planning to call you to discuss your claim and also get to know you better, but for now I can work out from the documents you have sent me. This is in view of establishing an earlier date of disablement (earlier than 13/12/2021, which is what is indicated by your GP, Dr Joel Sasikumaran).

We also need an updated Medical Attendant's Statement (MAS) to assess your condition and disablement going forward. Please request for GP (or cardiologist) to complete the attached form and send back to me when available.

In the meantime, are you able to send me all the pay slips that were made available to you as from 01/11/2021 up to now, including those while you are on sick leave. I read that you would be on leave w/o pay until 01/04/2022, i.e. today. Do you know yet what will happen after that?

Thanking you.

Kind regards
Charles



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T: 61390094348 E: Charles.Li@aia.com

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From: Pete Stevens <pete.js@bigpond.com>
Sent: Friday, 1 April 2022 1:42 PM
To: Li, Charles <Charles.Li@aia.com>; 'Lauren Buggy' <Lauren@SimmonsLivingstone.com.au>
Cc: 'Tom Graham' <Tom@SimmonsLivingstone.com.au>
Subject: RE: Peter Stevens Claim Number 184110

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Hello Charles,
I hope I can make things a little clearer.

I had been experiencing a lot of the symptoms from the start of the year due to a number of staffing adjustments at work made without any consultation or explanation. These changes seemed to have a significant impact on me as I had invested everything into what I would call, after over 30 years, my career's work and to simply be timetabled off the role was devastating. Not only was there the loss of the role and everything that went with it, but I also found myself experiencing a lot of guilt as I had given the job literally 1000s of hours over the years that I really should have given to my family, especially my kids who missed out on me being at a lot of their events due to my involvement with my role at work. I missed countless hours of them just growing up. They are all adults now.

I was also then placed in a role that I felt extremely undertrained for and expected to lead and teach and develop. This compounded the pressure.

The panic attacks, the headaches and back pain, the lack of being able to sleep at night and the emotional impacts were feeling rather irrational, the battle it was just to get out of bed in the morning and the total confusion at times being completely unable to process anything or think of the correct words in a simple conversation

At the end of September/early October I went for a health check as part of a potential change of employment, moving to a different school. This is where the timeline of the health professional's involvement begins.

Med cert 1 and 2 – dealing with various Cardiac testing and follow up.

Med cert 3 – 2 weeks to give time to get use to medication and to reduce anxiety symptoms

Med cert 4 – the rest of the term off as Anxiety was a significant contributor to the cardiac problem, also in preparation for the Angiogram.

Med cert term 1 – Dealing with term 1 as Anxiety was specifically identified.

I hope that this helps. Please let me know if there is any more information you need.

Kind regards

Pete Stevens

From: Li, Charles <Charles.Li@aia.com>
Sent: Monday, March 28, 2022 6:00 PM
To: Lauren Buggy <Lauren@SimmonsLivingstone.com.au>
Cc: Tom Graham <Tom@SimmonsLivingstone.com.au>; 'Pete Stevens' <pete.js@bigpond.com>
Subject: RE: Peter Stevens Claim Number 184110

Hi Lauren

Hope you had a good week end too.

Thank you for sending me the ITR 2021. Would you also be able to forward us the Notice of Assessment (NOA) for 2021, to confirm that tax was lodged?

We continue to assess Peter's claim in the meantime.

I also need to reach out to Peter to confirm my understanding on the timeline of the events. I understand he has diagnosed with his condition on 11/10/2021 and has had symptoms since Jan 2021. As per the Medical Attendant's Statement (MAS) completed by Dr Joel Sasikumaran, he first saw him on 13/12/2021 and is medically supported as totally disabled as from that date.

Has Peter seen any doctor prior to 13/12/2021 and who would have certified that he was incapacitated in any way prior to 13/12/2021? If so, please forward me any medical reports/ consult notes that are available. I can also call Peter to discuss in further detail.

Thanking you.

Kind regards
Charles



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Charles Li
AIA VITALITY STATUS PLATINUM
Claims Assessor
AIA Australia

509 St Kilda Road, Melbourne, Victoria 3004
T: 61390094348 E: Charles.Li@aia.com

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From: Lauren Buggy <Lauren@SimmonsLivingstone.com.au>
Sent: Monday, 28 March 2022 3:55 PM
To: Li, Charles <Charles.Li@aia.com>
Cc: Tom Graham <Tom@SimmonsLivingstone.com.au>; 'Pete Stevens' <pete.js@bigpond.com>
Subject: Peter Stevens Claim Number 184110

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Hi Charles,

I hope you had a nice weekend.

Please find attached Peter Stevens 2021 Tax Return.

We should hopefully have the cancellation confirmation or Exit Statement from QSuper by the end of the week.

If you require anything further please don't hesitate to contact me

Kind Regards,

Lauren Buggy

CLIENT SERVICES OFFICER – FINANCIAL PLANNING

Tel 07 5561 8800 | Fax 07 5561 8700

Email lauren@simmons-livingstone.com.au

Web simmons-livingstone.com.au

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P & T STEVENS SUPERANNUATION FUND
 Rental Summary
 3/19 Alexandra Street, Balmoral
 First rented 13/04/2019

Statement no	Gross Rent	Advertising Fees	Agent Fees	Body corp rates	Council rates	Cleaning & Gardening	Insurance	R&M	Stationery & postage	Water	Net Rent	Bankings
1-15 July 2021												
44	840		62.92		435.45				88	5.5	248.13	248.13
45	840		62.92					481.8	5.5	5.5	289.78	289.78
46	420		31.46						5.5	5.5	383.04	383.04
47	1260		94.39						5.5	280.36	879.75	879.75
48	840		62.92						5.5	5.5	771.58	771.58
49	840		62.92		435.45				5.5	5.5	336.13	336.13
50	840		62.92						5.5	319.11	452.47	452.47
51	1260		94.39						5.5	5.5	1160.11	1160.11
52	840		62.92						5.5	5.5	771.58	771.58
53	840		62.92	1244.56					5.5	5.5	-472.98	298.60
54	1680		125.85						5.5	5.5	1548.65	1548.65
55	420		31.46						5.5	5.5	383.04	383.04
56	1680		125.85		435.45				5.5	5.5	1113.2	1113.2
57	840		62.92						5.5	5.5	771.58	771.58
58	1680		125.85	1244.56					5.5	291.07	13.02	784.60
59	0		0						0	0	0	0
60	0		0						0	0	0	0
61	0		0						0	0	0	0
62	2970		387.48					355	16.5	16.5	2211.02	2211.02
63	0		0						0	0	0	0
64	0		0						0	0	0	0
65	2580		193.27		435.45				16.5	291.98	1642.8	1642.8
66	150		11.24						5.5	5.5	133.26	133.26
67	2150		161.06						5.5	5.5	1983.44	1983.44
68	0		0						0	0	0	0
	22970	0	1885.66	2489.12	1741.8	0	355	569.8	126.5	1182.52	14619.6	14619.60

POSTED

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MARYANNE BIRCH
REAL ESTATE

Financial Year Statement

3.2

Statement period

From: 1 July 2021

To: 30 June 2022

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Ownership

P & T Stevens Property PTY Ltd As Custodians for P & T S Trust

Property

Unit 3 / 19 Alexandra St, Balmoral QLD

Details	GST	Expense	Income
Rent *			\$22,970.00
Body Corporate Fees	\$113.14	\$2,489.12	
Council - Rates		\$1,741.80	
Council - Water		\$1,182.52	
General Maintenance	\$51.80	\$569.80	
Landlord Protection Insurance	\$32.27	\$355.00	
Lease Renewal Fee	\$15.00	\$165.00	
Management Fee	\$165.00	\$1,815.05	
Sundry Fee	\$11.50	\$126.50	
	\$388.71	\$8,444.79	\$22,970.00

Net Position at End of Period

\$14,525.21

* Total rent deduction(s) of \$0.00 applied during the statement period.

NOTE: Includes rent deduction(s) and removal of rent deductions.



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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	44
Statement period	1 July 2021 - 15 July 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 23/07/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
07/07/21 - Mr Nathanael Whan - Rent - 10/07/2021 to 16/07/2021 (part payment \$180.00)	\$420.00
14/07/21 - Mr Nathanael Whan - Rent - 17/07/2021 to 23/07/2021 (part payment \$180.00)	\$420.00
Total Income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
14/07/21 - Sundry Fees (14/07/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$55.50
14/07/21 - 3/19 Alexandra St - General Repairs(Ref. 3057)	\$88.00
15/07/21 - RATES 1/7/21 -30/12/21	\$435.45
15/07/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$591.87
Includes GST of:	\$14.22

Payments to owner	
15/07/21	\$248.13
Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$591.87) - total held in trust (\$0.00) =	
	\$248.13



Owner Statement

Tax Invoice

3.4

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	45
Statement period	15 July 2021 - 2 August 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 06/08/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
21/07/21 - Mr Nathanael Whan - Rent - 24/07/2021 to 30/07/2021 (part payment \$180.00)	\$420.00
28/07/21 - Mr Nathanael Whan - Rent - 31/07/2021 to 06/08/2021 (part payment \$180.00)	\$420.00
Total income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
29/07/21 - 3/19 Alexandra St - General Repairs(Ref. 3057)	\$481.80
31/07/21 - Sundry Fees (31/07/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
02/08/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$550.22
Includes GST of:	\$50.02

Payments to owner	
02/08/21	\$289.78

Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$550.22) - total held in trust (\$0.00) = **\$289.78**

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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
 TRUST
 23 RIVERVIEW RD
 NERANG QLD 4211

Account	3/19ASB
Statement number	46
Statement period	2 August 2021 - 16 August 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 13/08/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
04/08/21 - Mr Nathanael Whan - Rent - 07/08/2021 to 13/08/2021 (part payment \$180.00)	\$420.00
Total Income:	\$420.00
Includes GST of:	\$0.00

Expenses	Debit
14/08/21 - Sundry Fees (14/08/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
16/08/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$31.46
Total expenses:	\$36.96
Includes GST of:	\$3.36

Payments to owner	
16/08/21	\$383.04

Total payments: Balance (\$0.00) + Income (\$420.00) - expenses (\$36.96) - total held in trust (\$0.00) = **\$383.04**



MARYANNE BIRCH
REAL ESTATE

3.6

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	47
Statement period	16 August 2021 - 1 September 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 03/09/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
16/08/21 - Mr Nathanael Whan - Rent - 14/08/2021 to 20/08/2021 (part payment \$180.00)	\$420.00
18/08/21 - Mr Nathanael Whan - Rent - 21/08/2021 to 27/08/2021 (part payment \$180.00)	\$420.00
25/08/21 - Mr Nathanael Whan - Rent - 28/08/2021 to 03/09/2021 (part payment \$180.00)	\$420.00

Total income: **\$1,260.00**
Includes GST of: **\$0.00**

Expenses	Debit
31/08/21 - Sundry Fees (31/08/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
31/08/21 - Period 13/04/21 -07/07/21	\$280.36
01/09/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$94.39

Total expenses: **\$380.25**
Includes GST of: **\$9.08**

Payments to owner

01/09/21	\$879.75
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Total payments: Balance (\$0.00) + income (\$1,260.00) - expenses (\$380.25) - total held in trust (\$0.00) = **\$879.75**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	48
Statement period	1 September 2021 - 15 September 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 17/09/21 plus \$180.00 part payment

Balance Brought Forward		\$0.00
<hr/>		
Income		Credit
01/09/21 - Mr Nathanael Whan - Rent - 04/09/2021 to 10/09/2021 (part payment \$180.00)		\$420.00
13/09/21 - Mr Nathanael Whan - Rent - 11/09/2021 to 17/09/2021 (part payment \$180.00)		\$420.00
	Total Income:	\$840.00
	Includes GST of:	\$0.00
<hr/>		
Expenses		Debit
14/09/21 - Sundry Fees (14/09/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)		\$5.50
15/09/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)		\$62.92
	Total expenses:	\$68.42
	Includes GST of:	\$6.22
<hr/>		
Payments to owner		
15/09/21		\$771.58
Total payments: Balance (\$0.00) + Income (\$840.00) - expenses (\$68.42) - total held in trust (\$0.00) =		\$771.58

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	49
Statement period	15 September 2021 - 1 October 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 01/10/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
15/09/21 - Mr Nathanael Whan - Rent - 18/09/2021 to 24/09/2021 (part payment \$180.00)	\$420.00
22/09/21 - Mr Nathanael Whan - Rent - 25/09/2021 to 01/10/2021 (part payment \$180.00)	\$420.00
Total income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
30/09/21 - Sundry Fees (30/09/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
01/10/21 - 3.19ASB - Brisbane City Council Rates 1.10.21-31.12.21	\$435.45
01/10/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$503.87
Includes GST of:	\$6.22

Payments to owner

01/10/21	\$336.13
Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$503.87) - total held in trust (\$0.00) =	
	\$336.13

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	50
Statement period	1 October 2021 - 15 October 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 15/10/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
06/10/21 - Mr Nathanael Whan - Rent - 02/10/2021 to 08/10/2021 (part payment \$180.00)	\$420.00
06/10/21 - Mr Nathanael Whan - Rent - 09/10/2021 to 15/10/2021 (part payment \$180.00)	\$420.00
Total Income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
14/10/21 - Sundry Fees (14/10/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$55.50
15/10/21 - 3.19ASB- Urban Utilities (Period 8.7.21-7.10.21)	\$319.11
15/10/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$387.53
Includes GST of:	\$6.22

Payments to owner

15/10/21	\$452.47
Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$387.53) - total held in trust (\$0.00) =	
	\$452.47



MARYANNE BIRCH
REAL ESTATE

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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	51
Statement period	15 October 2021 - 1 November 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 05/11/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
15/10/21 - Mr Nathanael Whan - Rent - 16/10/2021 to 22/10/2021 (part payment \$180.00)	\$420.00
20/10/21 - Mr Nathanael Whan - Rent - 23/10/2021 to 29/10/2021 (part payment \$180.00)	\$420.00
27/10/21 - Mr Nathanael Whan - Rent - 30/10/2021 to 05/11/2021 (part payment \$180.00)	\$420.00

Total income: **\$1,260.00**
Includes GST of: **\$0.00**

Expenses	Debit
31/10/21 - Sundry Fees (31/10/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
01/11/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$94.39

Total expenses: **\$99.89**
Includes GST of: **\$9.08**

Payments to owner

01/11/21	\$1,160.11
----------	------------

Total payments: Balance (\$0.00) + income (\$1,260.00) - expenses (\$99.89) - total held in trust (\$0.00) = **\$1,160.11**



MARYANNE BIRCH
REAL ESTATE

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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	52
Statement period	1 November 2021 - 15 November 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 19/11/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
08/11/21 - Mr Nathanael Whan - Rent - 06/11/2021 to 12/11/2021 (part payment \$180.00)	\$420.00
09/11/21 - Mr Nathanael Whan - Rent - 13/11/2021 to 19/11/2021 (part payment \$180.00)	\$420.00
Total Income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
14/11/21 - Sundry Fees (14/11/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
15/11/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$68.42
Includes GST of:	\$6.22

Funds withheld for the following upcoming expenses

Pending payment for Alexandra Court CTS 21952 - 3.19ASB - Body Corp (1.11.21-28.2.22) - \$1,244.56

Total held in trust \$771.58

Payments to owner

Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$68.42) - total held in trust (\$771.58) = \$0.00

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	53
Statement period	15 November 2021 - 1 December 2021
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 03/12/21 plus \$180.00 part payment

Balance Brought Forward \$771.58

Income	Credit
16/11/21 - Mr Nathanael Whan - Rent - 20/11/2021 to 26/11/2021 (part payment \$180.00)	\$420.00
16/11/21 - Mr Nathanael Whan - Rent - 27/11/2021 to 03/12/2021 (part payment \$180.00)	\$420.00
Total Income:	\$840.00
Includes GST of:	\$0.00

Expenses	Debit
30/11/21 - Sundry Fees (30/11/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
30/11/21 - 3.19ASB - Body Corp (1.11.21-28.2.22)	\$1,244.56
01/12/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92
Total expenses:	\$1,312.98
Includes GST of:	\$119.36

Payments to owner

01/12/21 \$298.60

Total payments: Balance (\$771.58) + Income (\$840.00) - expenses (\$1,312.98) - total held in trust (\$0.00) = **\$298.60**

3-13



MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	54
Statement period	1 December 2021 - 15 December 2021
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 31/12/21 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
03/12/21 - Mr Nathanael Whan - Rent - 04/12/2021 to 10/12/2021 (part payment \$180.00)	\$420.00
06/12/21 - Mr Nathanael Whan - Rent - 11/12/2021 to 17/12/2021 (part payment \$180.00)	\$420.00
06/12/21 - Mr Nathanael Whan - Rent - 18/12/2021 to 24/12/2021 (part payment \$180.00)	\$420.00
06/12/21 - Mr Nathanael Whan - Rent - 25/12/2021 to 31/12/2021 (part payment \$180.00)	\$420.00
Total Income:	\$1,680.00
Includes GST of:	\$0.00

Expenses	Debit
14/12/21 - Sundry Fees (14/12/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
15/12/21 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$125.85
Total expenses:	\$131.35
Includes GST of:	\$11.94

Payments to owner

15/12/21	\$1,548.65
Total payments: Balance (\$0.00) + income (\$1,680.00) - expenses (\$131.35) - total held in trust (\$0.00) =	
	\$1,548.65

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	55
Statement period	15 December 2021 - 4 January 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 07/01/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
31/12/21 - Mr Nathanael Whan - Rent - 01/01/2022 to 07/01/2022 (part payment \$180.00)	\$420.00

Total Income:	\$420.00
Includes GST of:	\$0.00

Expenses	Debit
04/01/22 - Sundry Fees (31/12/2021) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
04/01/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$31.46

Total expenses:	\$36.96
Includes GST of:	\$3.36

Payments to owner

04/01/22	\$383.04
----------	----------

Total payments: Balance (\$0.00) + Income (\$420.00) - expenses (\$36.96) - total held in trust (\$0.00) = **\$383.04**



MARYANNE BIRCH
REAL ESTATE

3-15

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	56
Statement period	4 January 2022 - 17 January 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 04/02/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
07/01/22 - Mr Nathanael Whan - Rent - 08/01/2022 to 14/01/2022 (part payment \$180.00)	\$420.00
07/01/22 - Mr Nathanael Whan - Rent - 15/01/2022 to 21/01/2022 (part payment \$180.00)	\$420.00
07/01/22 - Mr Nathanael Whan - Rent - 22/01/2022 to 28/01/2022 (part payment \$180.00)	\$420.00
10/01/22 - Mr Nathanael Whan - Rent - 29/01/2022 to 04/02/2022 (part payment \$180.00)	\$420.00
Total Income:	\$1,680.00
Includes GST of:	\$0.00

Expenses	Debit
14/01/22 - Sundry Fees (14/01/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
15/01/22 - 3/19ASB BCC Rates Period 01/01/2022 - 31/03/2022	\$435.45
17/01/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$125.85
Total expenses:	\$566.80
Includes GST of:	\$11.94

Payments to owner

17/01/22 \$1,113.20

Total payments: Balance (\$0.00) + Income (\$1,680.00) - expenses (\$566.80) - total held in trust (\$0.00) = **\$1,113.20**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	57
Statement period	17 January 2022 - 1 February 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 18/02/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income	Credit
31/01/22 - Mr Nathanael Whan - Rent - 05/02/2022 to 11/02/2022 (part payment \$180.00)	\$420.00
31/01/22 - Mr Nathanael Whan - Rent - 12/02/2022 to 18/02/2022 (part payment \$180.00)	\$420.00

Total Income: **\$840.00**
Includes GST of: **\$0.00**

Expenses	Debit
01/02/22 - Sundry Fees (31/01/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
01/02/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$62.92

Total expenses: **\$68.42**
Includes GST of: **\$6.22**

Funds withheld for the following upcoming expenses

Pending payment for Alexandra Court CTS 21952 - BC Fees 319ASB Alexandra Court CTS 21952 - \$1,244.56

Total held in trust **\$771.58**

Payments to owner

Total payments: Balance (\$0.00) + income (\$840.00) - expenses (\$68.42) - total held in trust (\$771.58) = **\$0.00**



MARYANNE BIRCH
REAL ESTATE

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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	58
Statement period	1 February 2022 - 15 February 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 18/03/22 plus \$180.00 part payment

Balance Brought Forward \$771.58

Income	Credit
10/02/22 - Mr Nathanael Whan - Rent - 19/02/2022 to 25/02/2022 (part payment \$180.00)	\$420.00
10/02/22 - Mr Nathanael Whan - Rent - 05/03/2022 to 11/03/2022 (part payment \$180.00)	\$420.00
10/02/22 - Mr Nathanael Whan - Rent - 12/03/2022 to 18/03/2022 (part payment \$180.00)	\$420.00
11/02/22 - Mr Nathanael Whan - Rent - 26/02/2022 to 04/03/2022 (part payment \$180.00)	\$420.00

Total income: **\$1,680.00**
Includes GST of: **\$0.00**

Expenses	Debit
12/02/22 - Water Rates	\$291.07
12/02/22 - BC Fees 319ASB Alexandra Court CTS 21952	\$1,244.56
14/02/22 - Sundry Fees (14/02/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
15/02/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$125.85

Total expenses: **\$1,666.98**
Includes GST of: **\$11.94**

Payments to owner

15/02/22	\$784.60
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Total payments: Balance (\$771.58) + Income (\$1,680.00) - expenses (\$1,666.98) - total held in trust (\$0.00) = **\$784.60**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	59
Statement period	15 February 2022 - 1 March 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 18/03/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total income: **\$0.00**

Includes GST of: **\$0.00**

Expenses **Debit**

Total expenses: **\$0.00**

Includes GST of: **\$0.00**

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (28/02/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust **\$0.00**

Payments to owner

Total payments: Balance (\$0.00) + Income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = **\$0.00**



MARYANNE BIRCH
REAL ESTATE

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Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	60
Statement period	1 March 2022 - 1 March 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 18/03/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total Income: **\$0.00**

Includes GST of: **\$0.00**

Expenses **Debit**

Total expenses: **\$0.00**

Includes GST of: **\$0.00**

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (28/02/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust **\$0.00**

Payments to owner

Total payments: Balance (\$0.00) + Income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = **\$0.00**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	61
Statement period	1 March 2022 - 15 March 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$420.00 Weekly Paid to: 18/03/22 plus \$180.00 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total Income: \$0.00

Includes GST of: \$0.00

Expenses **Debit**

Total expenses: \$0.00

Includes GST of: \$0.00

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (28/02/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (14/03/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust \$0.00

Payments to owner

Total payments: Balance (\$0.00) + Income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = \$0.00



MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

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P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	62
Statement period	15 March 2022 - 1 April 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 06/05/22 plus \$175.71 part payment

Balance Brought Forward \$0.00

Income	Credit
18/03/22 - Mr Nathanael Whan - Rent - 19/03/2022 to 25/03/2022 (part payment \$180.00)	\$420.00
25/03/22 - Mr Nathanael Whan - Rent - 26/03/2022 to 01/04/2022 (part payment \$180.00)	\$420.00
30/03/22 - Mr Nathanael Whan - Rent - 02/04/2022 to 08/04/2022 (part payment \$180.00)	\$420.00
30/03/22 - Mr Nathanael Whan - Rent - 09/04/2022 to 15/04/2022 (part payment \$175.71)	\$420.00
30/03/22 - Mr Nathanael Whan - Rent - 16/04/2022 to 06/05/2022 (part payment \$175.71)	\$1,290.00
Total Income:	\$2,970.00
Includes GST of:	\$0.00

Expenses	Debit
23/03/22 - Sundry Fees (28/02/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
23/03/22 - Sundry Fees (14/03/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
30/03/22 - Landlord Insurance	\$355.00
31/03/22 - Sundry Fees (31/03/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
01/04/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$222.48
01/04/22 - Lease Renewal to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$165.00
Total expenses:	\$758.98
Includes GST of:	\$69.00

Payments to owner

01/04/22	\$2,211.02
Total payments: Balance (\$0.00) + income (\$2,970.00) - expenses (\$758.98) - total held in trust (\$0.00) =	
	\$2,211.02

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	63
Statement period	1 April 2022 - 14 April 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 06/05/22 plus \$175.71 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total Income: **\$0.00**

Includes GST of: **\$0.00**

Expenses **Debit**

Total expenses: **\$0.00**

Includes GST of: **\$0.00**

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (14/04/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust **\$0.00**

Payments to owner

Total payments: Balance (\$0.00) + Income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = **\$0.00**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	64
Statement period	14 April 2022 - 3 May 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 06/05/22 plus \$175.71 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total Income: **\$0.00**

Includes GST of: **\$0.00**

Expenses **Debit**

Total expenses: **\$0.00**

Includes GST of: **\$0.00**

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (14/04/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Pending payment for Queensland Urban Utilities - Water Rates - \$291.98

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (30/04/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust **\$0.00**

Payments to owner

Total payments: Balance (\$0.00) + income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = **\$0.00**

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Owner Statement

Tax Invoice



MARYANNE BIRCH
REAL ESTATE

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	65
Statement period	3 May 2022 - 16 May 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 17/06/22 plus \$175.71 part payment

Balance Brought Forward \$0.00

Income	Credit
06/05/22 - Mr Nathanael Whan - Rent - 07/05/2022 to 13/05/2022 (part payment \$175.71)	\$430.00
13/05/22 - Mr Nathanael Whan - Rent - 14/05/2022 to 20/05/2022 (part payment \$175.71)	\$430.00
13/05/22 - Mr Nathanael Whan - Rent - 21/05/2022 to 17/06/2022 (part payment \$175.71)	\$1,720.00

Total Income: \$2,580.00

Includes GST of: \$0.00

Expenses	Debit
10/05/22 - Sundry Fees (14/04/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
10/05/22 - Water Rates	\$291.98
10/05/22 - Sundry Fees (30/04/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
14/05/22 - Sundry Fees (14/05/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$5.50
16/05/22 - Brisbane City Council Rates	\$435.45
16/05/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD)	\$193.27

Total expenses: \$937.20

Includes GST of: \$19.07

Payments to owner

16/05/22	\$1,642.80
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Total payments: Balance (\$0.00) + income (\$2,580.00) - expenses (\$937.20) - total held in trust (\$0.00) = **\$1,642.80**



MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	66
Statement period	16 May 2022 - 1 June 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 17/06/22 plus \$325.71 part payment

Balance Brought Forward \$0.00

Income **Credit**

23/05/22 - Mr Nathanael Whan - Rent - 17/06/2022 to 17/06/2022 (part payment \$325.71) \$150.00

Total income: **\$150.00**

Includes GST of: **\$0.00**

Expenses **Debit**

31/05/22 - Sundry Fees (31/05/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) \$5.50

01/06/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) \$11.24

Total expenses: **\$16.74**

Includes GST of: **\$1.52**

Payments to owner

01/06/22 **\$133.26**

Total payments: Balance (\$0.00) + Income (\$150.00) - expenses (\$16.74) - total held in trust (\$0.00) = **\$133.26**

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MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	67
Statement period	1 June 2022 - 15 June 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 22/07/22 plus \$325.71 part payment

Balance Brought Forward \$0.00

Income **Credit**

14/06/22 - Mr Nathanael Whan - Rent - 18/06/2022 to 22/07/2022 (part payment \$325.71) \$2,150.00

Total income: **\$2,150.00**

Includes GST of: **\$0.00**

Expenses **Debit**

15/06/22 - Sundry Fees (14/06/2022) to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) \$5.50

15/06/22 - Rent Commission Fee to Agent (3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) \$161.06

Total expenses: **\$166.56**

Includes GST of: **\$15.14**

Payments to owner

15/06/22 **\$1,983.44**

Total payments: Balance (\$0.00) + Income (\$2,150.00) - expenses (\$166.56) - total held in trust (\$0.00) = **\$1,983.44**

3.27



MARYANNE BIRCH
REAL ESTATE

Owner Statement

Tax Invoice

P & T STEVENS PROPERTY PTY LTD P & T S
TRUST
23 RIVERVIEW RD
NERANG QLD 4211

Account	3/19ASB
Statement number	68
Statement period	15 June 2022 - 1 July 2022
Ownership	P & T Stevens Property PTY Ltd As Custodians for P & T S Trust
For property	Unit 3 / 19 Alexandra St, Balmoral QLD
Current Tenancy	Mr Nathanael Whan Rent: \$430.00 Weekly Paid to: 22/07/22 plus \$325.71 part payment

Balance Brought Forward \$0.00

Income **Credit**

Total income: **\$0.00**

Includes GST of: **\$0.00**

Expenses **Debit**

Total expenses: **\$0.00**

Includes GST of: **\$0.00**

Funds withheld for the following upcoming expenses

Pending payment for Marianne Birch Real Estate (Agency Fee) - Sundry Fees (30/06/2022) to Agent
(3/19ASB - Unit 3 / 19 Alexandra St, Balmoral QLD) - \$5.50

Total held in trust **\$0.00**

Payments to owner

Total payments: Balance (\$0.00) + income (\$0.00) - expenses (\$0.00) - total held in trust (\$0.00) = **\$0.00**

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Part 1 Tenancy details

Item 1 1.1 Lessor
Name/trading name **Maryanne Birch Real Estate for the Owners**

Address
c/- Maryanne Birch Real Estate
141 Riding Road, HAWTHORNE QLD Postcode 4171

1.2 Phone 07 3899 1888 Mobile N/A Email reception@maryannebirch.com.au

Item 2 2.1 Tenant/s
Tenant 1 Full name/s **Nathanael Whan**
Phone **ON FILE** Email **ON FILE**

Tenant 2 Full name/s
Phone Email

Tenant 3 Full name/s
Phone Email

2.2 Address for service (if different from address of the premises in item 5.1) Attach a separate list

Item 3 3.1 Agent If applicable. See clause 43
Full name/trading name **Maryanne Birch Real Estate**

Address
141 Riding Road
HAWTHORNE QLD Postcode 4171

3.2 Phone 07 3899 1888 Mobile Email reception@maryannebirch.com.au

Item 4 Notices may be given to (Indicate if the email is different from item 1, 2 or 3 above)

4.1 Lessor
Email Yes No Facsimile Yes No

4.2 Tenant/s
Email Yes No ON FILE Facsimile Yes No

4.3 Agent
Email Yes No reception@maryannebirch.com.au Facsimile Yes No

Item 5 5.1 Address of the rental premises
Unit 3, 19 Alexandra ST
Balmoral QLD Postcode 4171

5.2 Inclusions provided. For example, furniture or other household goods let with the premises Attach list if necessary
As per Entry Condition Report provided

Item 6 6.1 The term of the agreement is fixed term agreement periodic agreement

6.2 Starting on 13 / 4 / 2022 6.3 Ending on 12 / 10 / 2022

Fixed term agreements only.
For continuation of tenancy agreement, see clause 6



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Item 7 Rent \$ 430.00 per week fortnight month See clause 8(1)

Item 8 Rent must be paid on the Due day of each week
Insert day. See clause 8(2) Insert week fortnight or month

Item 9 Method of rent payment Insert the way the rent must be paid See clause 8(3)

Electronic Fund Transfer OR Bank Cheque, Money Order, Direct Deposit

Details for direct credit

BSB no. 114879 Bank/building society/credit union St George

Account no. 064686187 Account name Maryanne Birch Real Estate

Payment reference

Item 10 Place of rent payment Insert where the rent must be paid. See clause 8(4) to 8(6)

St George Bank or Maryanne Birch Real Estate Office

Item 11 Rental bond amount \$ 1720.00 See clause 13

Item 12.1 The services supplied to the premises for which the tenant must pay See clause 16

Electricity Yes No Any other service that a tenant must pay Yes No
Gas Yes No Type Internet See special terms (page 8)
Phone Yes No

12.2 Is the tenant to pay for water supplied to the premises See clause 17

Yes No

Item 13 If the premises is not individually metered for a service under item 12.1, the apportionment of the cost of the service for which the tenant must pay. For example, insert the percentage of the total charge the tenant must pay. See clause 16(c)

Electricity Any other service stated in item 12.1
Gas See special terms (page 8)
Phone

Item 14 How services must be paid for Insert for each how the tenant must pay. See clause 16(d)

Electricity As account holder, direct to supplier
Gas As account holder, direct to supplier
Phone As account holder, direct to supplier
Any other service stated in item 12.1 See special terms (page 8) As account holder, direct to supplier

Item 15 Number of persons allowed to reside at the premises 1 See clause 23

Item 16.1 16.1 Are there any body corporate by-laws applicable to the occupation of the premises by a tenant? Yes No
See clause 22

16.2 Has the tenant been given a copy of the relevant by-laws See clause 22 Yes No

Item 17.1 17.1 Pets approved Yes No See clause 24(1)

17.2 The types and number of pets that may be kept See clause 24(2)

Type Mini Dachshund - Roxie Number 1 Type Number

Item 18 Nominated repairers Insert name and telephone number for each See clause 31

Electrical repairs CJA Electrical Phone 0408 870 196
Plumbing repairs S & J McCrossan Plumbing Phone 0409 063 460
Other Smoke Alarm Solutions Phone 1300 853 612

Part 2 Standard Terms

Division 1 Preliminary

1 Interpretation

In this agreement -

- (a) a reference to **the premises** includes a reference to any inclusions for the premises stated in this agreement for item 5.2; and
- (b) a reference to a numbered section is a reference to the section in the Act with that number; and
- (c) a reference to a numbered item is a reference to the item with that number in part 1; and
- (d) a reference to a numbered clause is a reference to the clause of this agreement with that number.

2 Terms of a general tenancy agreement

- (1) This part states, under the *Residential Tenancies and Rooming Accommodation Act 2008 (the Act)*, section 55, the standard terms of a general tenancy agreement.
- (2) The Act also imposes duties on, and gives entitlements to, the lessor and tenant that are taken to be included as terms of this agreement.
- (3) The lessor and tenant may agree on other terms of this agreement (**special terms**).
- (4) A duty or entitlement under the Act overrides a standard term or special term if the term is inconsistent with the duty or entitlement.
- (5) A standard term overrides a special term if they are inconsistent.

Note - Some breaches of this agreement may also be an offence under the Act, for example, if -

- the lessor or the lessor's agent enters the premises in contravention of the rules of entry under sections 192 to 199; or
- the tenant does not sign and return the condition report to the lessor or the lessor's agent under section 65.

3 More than 1 lessor or tenant

- (1) This clause applies if more than 1 person is named in this agreement for item 1 or 2.
- (2) Each lessor named in this agreement for item 1 must perform all of the lessor's obligations under this agreement.
- (3) Each tenant named in this agreement for item 2 -
 - (a) holds their interest in the tenancy as a tenant in common unless a special term states the tenants are joint tenants; and
 - (b) must perform all the tenant's obligations under this agreement.

Division 2 Period of tenancy

4 Start of tenancy

- (1) The tenancy starts on the day stated in this agreement for item 6.2.
- (2) However, if no day is stated or if the stated day is before the signing of this agreement, the tenancy starts when the tenant is or was given a right to occupy the premises.

5 Entry condition report - s 65

- (1) The lessor must prepare, in the approved form, sign and give the tenant 1 copy of a condition report for the premises.
- (2) The copy must be given to the tenant on or before the day the tenant occupies the premises under this agreement.
- (3) The tenant must mark the copy of the report to show any parts the tenant disagrees with, and sign and return the copy to the lessor not later than 3 days after the later of the following days -
 - (a) the day the tenant is entitled to occupy the premises;
 - (b) the day the tenant is given the copy of the condition report.

Note - A well completed condition report can be very important to help the parties if there is a dispute about the condition of the premises when the tenancy started. For more information about condition reports, see the information statement.
- (4) After the copy of the condition report is returned to the lessor by the tenant, the lessor must copy the condition report and return it to the tenant within 14 days.

6 Continuation of fixed term agreement - s 70

- (1) This clause applies if -
 - (a) this agreement is a fixed term agreement; and
 - (b) none of the following notices are given, or agreements or applications made before the day the term ends (the **end day**) -
 - (i) a notice to leave;
 - (ii) a notice of intention to leave;
 - (iii) an abandonment termination notice;
 - (iv) a notice, agreement or application relating to the death of a sole tenant under section 277(7);
 - (v) a written agreement between the lessor and tenant to end the agreement.
- (2) This agreement, other than a term about this agreement's term, continues to apply after the end day on the basis that the tenant is holding over under a periodic agreement.

Note - For more information about the notices, see the information statement.

7 Costs apply to early ending of fixed term agreement

- (1) This clause applies if -
 - (a) this agreement is a fixed term agreement; and
 - (b) the tenant terminates it before the term ends in a way not permitted under the Act.
- (2) The tenant must pay the reasonable costs incurred by the lessor in reletting the premises.

Note - For when the tenant may terminate early under the Act, see clause 36 and the information statement. Under section 362, the lessor has a general duty to mitigate (avoid or reduce) the costs.

Division 3 Rent

8 When, how and where rent must be paid - ss 83 and 85

- (1) The tenant must pay the rent stated in this agreement for item 7.
- (2) The rent must be paid at the times stated in this agreement for item 8.
- (3) The rent must be paid -
 - (a) in the way stated in this agreement for item 9; or
 - (b) in the way agreed after the signing of this agreement by -
 - (i) the lessor or tenant giving the other party a notice proposing the way; and
 - (ii) the other party agreeing to the proposal in writing; or
 - (c) if there is no way stated in this agreement for item 9 or no way agreed after the signing of this agreement - in an approved way under section 83(4).

Note - If the way rent is to be paid is another way agreed on by the lessor and tenant under section 83(4)(g), the lessor or the lessor's agent must comply with the obligations under section 84(2).
- (4) The rent must be paid at the place stated in this agreement for item 10.
- (5) However, if, after the signing of this agreement, the lessor gives a notice to the tenant stating a different place for payment and the place is reasonable, the rent must be paid at the place while the notice is in force.
- (6) If no place is stated in this agreement for item 10 and there is no notice stating a place, the rent must be paid at an appropriate place.

Examples of an appropriate place -

- the lessor's address for service
- the lessor's agent's office

9 Rent in advance - s 87

The lessor may require the tenant to pay rent in advance only if the payment is not more than -

- (a) for a periodic agreement - 2 weeks rent; or
- (b) for a fixed term agreement - 1 month rent.

Note - Under section 87(2), the lessor or the lessor's agent must not require a payment of rent under this agreement in a period for which rent has already been paid.

10 Rent increases - ss 91 and 93

- (1) If the lessor proposes to increase the rent, the lessor must give notice of the proposal to the tenant.
- (2) The notice must state the amount of the increased rent and the day from when it is payable.
- (3) The day stated must not be earlier than the later of the following -
 - (a) 2 months after the notice is given;
 - (b) 6 months after the day the existing rent became payable by the tenant.
- (4) Subject to an order of a tribunal, the increased rent is payable from the day stated in the notice, and this agreement is taken to be amended accordingly.
- (5) However, if this agreement is a fixed term agreement, the rent may be increased before the term ends only if a special term -
 - (a) provides for a rent increase; and
 - (b) states the amount of the increase or how the amount of the increase is to be worked out.
- (6) A rent increase is payable by the tenant only if the rent is increased under this clause.

11 Application to tribunal about excessive increase - s 92

- (1) If a notice of proposed rent increase is given and the tenant considers the increase is excessive, the tenant may apply to a tribunal for an order setting aside or reducing the increase.
- (2) However, the application must be made -
 - (a) within 30 days after the notice is received; and
 - (b) for a fixed term agreement - before the term ends.

12 Rent decreases - s 94

Under section 94, the rent may decrease in certain situations.

Note - For details of the situations, see the information statement.

Division 4 Rental bond

13 Rental bond required - ss 111 and 116

- (1) If a rental bond is stated in this agreement for item 11, the tenant must pay to the lessor or the lessor's agent the rental bond amount -
 - (a) if a special term requires the bond to be paid at a stated time - at the stated time; or
 - (b) if a special term requires the bond to be paid by instalments - by instalments; or
 - (c) otherwise - when the tenant signs this agreement.
- (2) The lessor or the lessor's agent must, within 10 days of receiving the bond or a part of the bond, pay it to the authority and give the authority a notice, in the approved form, about the bond.
- (3) The bond is intended to be available to financially protect the lessor if the tenant breaches this agreement.

Example - The lessor may claim against the bond if the tenant does not leave the premises in the required condition at the end of the tenancy.

Note - For how to apply to the authority or a tribunal for the bond at the end of the tenancy, see the information statement and sections 125 to 141. Delay in applying may mean that payment is made on another application for payment.

14 Increase in bond - s 154

- (1) The tenant must increase the rental bond if -
 - (a) the rent increases and the lessor gives notice to the tenant to increase the bond; and
 - (b) the notice is given at least 11 months after -
 - (i) this agreement started; or
 - (ii) if the bond has been increased previously by a notice given under this clause - the day stated in the notice, or the last notice, for making the increase.

- (2) The notice must state the increased amount and the day by which the increase must be made.
- (3) For subclause (2), the day must be at least 1 month after the tenant is given the notice.

Division 5 Outgoings

15 Outgoings - s 163

- (1) The lessor must pay all charges, levies, premiums, rates or taxes for the premises, other than a service charge.

Examples -

body corporate levies, council general rates, sewerage charges, environment levies, land tax

- (2) This clause does not apply if -
 - (a) the lessor is the State; and
 - (b) rent is not payable under the agreement; and
 - (c) the tenant is an entity receiving financial or other assistance from the State to supply rented accommodation to persons.

16 General service charges - ss 164 and 165

The tenant must pay a service charge, other than a water service charge, for a service supplied to the premises during the tenancy if -

- (a) the tenant enjoys or shares the benefit of the service; and
- (b) the service is stated in this agreement for item 12.1; and
- (c) either -
 - (i) the premises are individually metered for the service; or
 - (ii) this agreement states for item 13 how the tenant's apportionment of the cost of the service is to be worked out; and
- (d) this agreement states for item 14 how the tenant must pay for the service.

Note - Section 165(3) limits the amount the tenant must pay.

17 Water service charges - ss 164 and 166

- (1) The tenant must pay an amount for the water consumption charges for the premises if -
 - (a) the tenant is enjoying or sharing the benefit of a water service to the premises; and
 - (b) the premises are individually metered for the supply of water or water is supplied to the premises by delivery by means of a vehicle; and
 - (c) this agreement states for item 12.2 that the tenant must pay for water supplied to the premises.
- (2) However, the tenant does not have to pay an amount -
 - (a) that is more than the amount of the water consumption charges payable to the relevant water supplier; or
 - (b) that is a fixed charge for the water service to the premises.
- (3) Also, the tenant does not have to pay an amount for a reasonable quantity of water supplied to the premises for a period if, during the period, the premises are not water efficient for section 166.

Note - For details about water efficiency, see the information statement.

- (4) In deciding what is a reasonable quantity of water for subclause (3), regard must be had to the matters mentioned in section 169(4)(a) to (e).
- (5) The tenant must pay the amount of the charge to the lessor within 1 month of the lessor giving the tenant copies of relevant documents about the incurring of the amount.

- (6) In this clause -

water consumption charge for premises, means the variable part of a water service charge assessed on the volume of water supplied to the premises.

Note - If there is a dispute about how much water (or any other service charge) the tenant should pay, the lessor or the tenant may attempt to resolve the dispute by conciliation. See the information statement for details.

3.32



Division 6 Rights and obligations concerning the premises during tenancy

Subdivision 1 Occupation and use of premises

18 No legal impediments to occupation - s 181

The lessor must ensure there is no legal impediment to occupation of the premises by the tenant as a residence for the term of the tenancy if, when entering into this agreement, the lessor knew about the impediment or ought reasonably to have known about it.

Examples of possible legal impediments -

- if there is a mortgage over the premises, the lessor might need to obtain approval from the mortgagee before the tenancy can start
- a certificate might be required under the *Building Act 1975* before the premises can lawfully be occupied
- the zoning of the land might prevent use of a building on the land as a residence

19 Vacant possession and quiet enjoyment - ss 182 and 183

- (1) The lessor must ensure the tenant has vacant possession of the premises (other than a part of the premises that the tenant does not have a right to occupy exclusively) on the day the tenant is entitled to occupy the premises under this agreement.

Editor's note - Parts of the premises where the tenant does not have a right to occupy exclusively may be identified in a special term.

- (2) The lessor must take reasonable steps to ensure the tenant has quiet enjoyment of the premises.
- (3) The lessor or the lessor's agent must not interfere with the reasonable peace, comfort or privacy of the tenant in using the premises.

20 Lessor's right to enter the premises - ss 192-199

The lessor or the lessor's agent may enter the premises during the tenancy only if the obligations under sections 192 to 199 have been complied with.

Note - See the information statement for details.

21 Tenant's use of premises - ss 10 and 184

- (1) The tenant may use the premises only as a place of residence or mainly as a place of residence or for another use allowed under a special term.
- (2) The tenant must not -
 - (a) use the premises for an illegal purpose; or
 - (b) cause a nuisance by the use of the premises; or

Examples of things that may constitute a nuisance -

 - using paints or chemicals on the premises that go onto or cause odours on adjoining land
 - causing loud noises
 - allowing large amounts of water to escape onto adjoining land
 - (c) interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant; or
 - (d) allow another person on the premises to interfere with the reasonable peace, comfort or privacy of a neighbour of the tenant.

22 Units and townhouses - s 69

- (1) The lessor must give the tenant a copy of any body corporate by-laws under the *Body Corporate and Community Management Act 1997* or *Building Units and Group Titles Act 1980* applicable to -
 - (a) the occupation of the premises; or
 - (b) any common area available for use by the tenant with the premises.
- (2) The tenant must comply with the by-laws.

23 Number of occupants allowed

No more than the number of persons stated in this agreement for item 15 may reside at the premises.

24 Pets

- (1) The tenant may keep pets on the premises only if this agreement states for item 17.1 that pets are approved.
- (2) If this agreement states for item 17.1 that pets are approved and this agreement states for item 17.2 that only -
 - (a) a particular type of pet may be kept, only that type may be kept; or
 - (b) a particular number of pets may be kept, only that number may be kept; or
 - (c) a particular number of a particular type of pet may be kept, only that number of that type may be kept.

Subdivision 2 Standard of premises

25 Lessor's obligations - s 185

- (1) At the start of the tenancy, the lessor must ensure -
 - (a) the premises are clean; and
 - (b) the premises are fit for the tenant to live in; and
 - (c) the premises are in good repair; and
 - (d) the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises.
- (2) While the tenancy continues, the lessor must -
 - (a) maintain the premises in a way that the premises remain fit for the tenant to live in; and
 - (b) maintain the premises in good repair; and
 - (c) ensure the lessor is not in breach of a law dealing with issues about the health or safety of persons using or entering the premises; and
 - (d) keep any common area included in the premises clean.

Note - For details about the maintenance, see the information statement.
- (3) However, the lessor is not required to comply with subclause (1)(c) or (2)(a) for any non-standard items and the lessor is not responsible for their maintenance if -
 - (a) the lessor is the State; and
 - (b) the non-standard items are stated in this agreement and this agreement states the lessor is not responsible for their maintenance; and
 - (c) the non-standard items are not necessary and reasonable to make the premises a fit place in which to live; and
 - (d) the non-standard items are not a risk to health or safety; and
 - (e) for fixtures - the fixtures were not attached to the premises by the lessor.

- (4) In this clause -

non-standard items means the fixtures attached to the premises and inclusions supplied with the premises stated in this agreement for item 5.2.

premises include any common area available for use by the tenant with the premises.

26 Tenant's obligations - s 188(2) and (3)

- (1) The tenant must keep the premises clean, having regard to their condition at the start of the tenancy.
- (2) The tenant must not maliciously damage, or allow someone else to maliciously damage, the premises.

Subdivision 3 The dwelling

27 Fixtures or structural changes - ss 207-209

- (1) The tenant may attach a fixture, or make a structural change, to the premises only if the lessor agrees to the fixture's attachment or the structural change.

Note - Fixtures are generally items permanently attached to land or to a building that are intended to become part of the land or building. An attachment may include, for example, something glued, nailed or screwed to a wall.
- (2) The lessor's agreement must be written, describe the nature of the fixture or change and include any terms of the agreement.

General tenancy agreement (Form 18a)

Residential Tenancies and Rooming Accommodation Act 2008

*Examples of terms -*

- that the tenant may remove the fixture
 - that the tenant must repair damage caused when removing the fixture
 - that the lessor must pay for the fixture if the tenant can not remove it
- (3) If the lessor does agree, the tenant must comply with the terms of the lessor's agreement.
- (4) The lessor must not act unreasonably in failing to agree.
- (5) If the tenant attaches a fixture, or makes a structural change, to the premises without the lessor's agreement, the lessor may -
- (a) take action for a breach of a term of this agreement; or
 - (b) waive the breach (that is, not take action for the breach) and treat the fixture or change as an improvement to the premises for the lessor's benefit (that is, treat it as belonging to the lessor, without having to pay the tenant for it).

28 Supply of locks and keys - s 210

- (1) The lessor must supply and maintain all locks necessary to ensure the premises are reasonably secure.
- (2) The lessor must give the tenant, or if there is more than 1 tenant, 1 of the tenants, a key for each lock that -
- (a) secures an entry to the premises; or
 - (b) secures a road or other place normally used to gain access to, or leave, the area or building in which the premises are situated; or
 - (c) is part of the premises.
- (3) If there is more than 1 tenant, the lessor must give the other tenants a key for the locks mentioned in subclause (2)(a) and (b).

29 Changing locks - ss 211 and 212

- (1) The lessor or the tenant may change locks if -
- (a) both agree to the change; or
 - (b) there is a tribunal order permitting the change; or
 - (c) there is a reasonable excuse for making the change.
- Example of a reasonable excuse -*
an emergency requiring the lock to be changed quickly
- (2) The lessor or tenant must not act unreasonably in failing to agree to the change of a lock.
- (3) If a lock is changed, the party changing it must give the other party a key for the changed lock unless -
- (a) a tribunal orders that a key not be given; or
 - (b) the other party agrees to not being given a key.

Subdivision 4 Damage and repairs**30 Meaning of emergency and routine repairs - ss 214 and 215**

- (1) **Emergency repairs** are works needed to repair any of the following -
- (a) a burst water service or serious water service leak;
 - (b) a blocked or broken lavatory system;
 - (c) a serious roof leak;
 - (d) a gas leak;
 - (e) a dangerous electrical fault;
 - (f) flooding or serious flood damage;
 - (g) serious storm, fire or impact damage;
 - (h) a failure or breakdown of the gas, electricity or water supply to the premises;
 - (i) a failure or breakdown of an essential service or appliance on the premises for hot water, cooking or heating;
 - (j) a fault or damage that makes the premises unsafe or insecure;
 - (k) a fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the premises;
 - (l) a serious fault in a staircase, lift or other common area of the premises that unduly inconveniences a resident in gaining access to, or using, the premises.
- (2) **Routine repairs** are repairs other than emergency repairs.

31 Nominated repairer for emergency repairs - s 216

- (1) The lessor's nominated repairer for emergency repairs of a particular type may be stated either -
- (a) in this agreement for item 18; or
 - (b) in a notice given by the lessor to the tenant.
- (2) The nominated repairer is the tenant's first point of contact for notifying the need for emergency repairs.

32 Notice of damage - s 217

- (1) If the tenant knows the premises have been damaged, the tenant must give notice as soon as practicable of the damage.
- (2) If the premises need routine repairs, the notice must be given to the lessor.
- (3) If the premises need emergency repairs, the notice must be given to -
- (a) the nominated repairer for the repairs; or
 - (b) if there is no nominated repairer for the repairs or the repairer can not be contacted - the lessor.

33 Emergency repairs arranged by tenant - ss 218 and 219

- (1) The tenant may arrange for a suitably qualified person to make emergency repairs or apply to the tribunal under section 221 for orders about the repairs if -
- (a) the tenant has been unable to notify the lessor or nominated repairer of the need for emergency repairs of the premises; or
 - (b) the repairs are not made within a reasonable time after notice is given.
- (2) The maximum amount that may be incurred for emergency repairs arranged to be made by the tenant is an amount equal to the amount payable under this agreement for 2 weeks rent.
- Note - For how the tenant may require reimbursement for the repairs, see sections 219(2) and (3) and 220 and the information statement.*

Division 7 Restrictions on transfer or subletting by tenant**34 General - ss 238 and 240**

- (1) Subject to clause 35, the tenant may transfer all or a part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing or if the transfer or subletting is made under a tribunal order.
- (2) The lessor must act reasonably in failing to agree to the transfer or subletting.
- (3) The lessor is taken to act unreasonably in failing to agree to the transfer or subletting if the lessor acts in a capricious or retaliatory way.
- (4) The lessor or the lessor's agent must not require the tenant to pay, or accept from the tenant, an amount for the lessor's agreement to a transfer or subletting by the tenant, other than an amount for the reasonable expenses incurred by the lessor in agreeing to the transfer or subletting.

35 State assisted lessors or employees of lessor - s 237

- (1) This clause applies if -
- (a) the lessor is the State; or
 - (b) the lessor is an entity receiving assistance from the State to supply rented accommodation; or
 - (c) the tenant's right to occupy the premises comes from the tenant's terms of employment.
- (2) The tenant may transfer the whole or part of the tenant's interest under this agreement, or sublet the premises, only if the lessor agrees in writing to the transfer or subletting.

Division 8 When agreement ends**36 Ending of agreement - s 277**

- (1) This agreement ends only if -
- (a) the tenant and the lessor agree in writing; or



- (b) the lessor gives a notice to leave the premises to the tenant and the tenant hands over vacant possession of the premises to the lessor on or after the handover day; or
- (c) the tenant gives a notice of intention to leave the premises to the lessor and hands over vacant possession of the premises to the lessor on or after the handover day; or
- (d) a tribunal makes an order terminating this agreement; or
- (e) the tenant abandons the premises; or
- (f) after receiving a notice from a mortgagee under section 317, the tenant vacates, or is removed from, the premises.

Note - For when a notice to leave or a notice of intention to leave may be given and its effect and when an application for a termination order may be made to a tribunal, see the information statement.

- (2) Also, if a sole tenant dies, this agreement terminates in accordance with section 277(7) or (8).

Note - See the information statement for details.

37 Condition premises must be left in - s 188(4)

At the end of the tenancy, the tenant must leave the premises, as far as possible, in the same condition they were in at the start of the tenancy, fair wear and tear excepted.

Examples of what may be fair wear and tear -

- wear that happens during normal use
- changes that happen with ageing

38 Keys

At the end of the tenancy, the tenant must return to the lessor all keys for the premises.

39 Tenant's forwarding address - s 205(2)

- (1) When handing over possession of the premises, the tenant must, if the lessor or the lessor's agent asks the tenant in writing to state the tenant's new residential address, tell the lessor or the agent the tenant's new residential address.
- (2) However, subclause (1) does not apply if the tenant has a reasonable excuse for not telling the lessor or agent the new address.

40 Exit condition report - s 66

- (1) As soon as practicable after this agreement ends, the tenant must prepare, in the approved form, and sign a condition report for the premises and give 1 copy of the report to the lessor or the lessor's agent.
Example of what might be as soon as practicable - when the tenant returns the keys to the premises to the lessor or the lessor's agent
Note - For the approved form for the condition report, see the information statement. The report may be very important in deciding who is entitled to a refund of the rental bond if there is a dispute about the condition of the premises.
- (2) The lessor or the lessor's agent must, within 3 business days after receiving the copy of the report -
 - (a) sign the copy; and
 - (b) if the lessor or agent does not agree with the report - show the parts of the report the lessor or agent disagrees with by marking the copy in an appropriate way; and
 - (c) if the tenant has given a forwarding address to the lessor or agent - make a copy of the report and return it to the tenant at the address.
- (3) The lessor or agent must keep a copy of the condition report signed by both parties for at least 1 year after this agreement ends.

41 Goods or documents left behind on premises - ss 363 and 364

- (1) The tenant must take all of the tenant's belongings from the premises at the end of the tenancy.
- (2) The lessor may not treat belongings left behind as the lessor's own property, but must deal with them under sections 363 and 364.
Note - For details of the lessor's obligations under sections 363 and 364, see the information statement. They may include an obligation to store goods and may allow the lessor to sell goods and pay the net sale proceeds (after storage and selling costs) to the public trustee.

Division 9 Miscellaneous

42 Supply of goods and services - s 171

- (1) The lessor or the lessor's agent must not require the tenant to buy goods or services from the lessor or a person nominated by the lessor or agent.
- (2) Subclause (1) does not apply to a requirement about a service charge.

Note - See section 164 for what is a service charge.

43 Lessor's agent

- (1) The name and address for service of the lessor's agent is stated in this agreement for item 3.
- (2) Unless a special term provides otherwise, the agent may -
 - (a) stand in the lessor's place in any application to a tribunal by the lessor or the tenant; or
 - (b) do any thing else the lessor may do, or is required to do, under this agreement.

44 Notices

- (1) A notice under this agreement must be written and, if there is an approved form for the notice, in the approved form.
Note - Download approved forms via the RTA website rta.qld.gov.au.
- (2) A notice from the tenant to the lessor may be given to the lessor's agent.
- (3) A notice may be given to a party to this agreement or the lessor's agent -
 - (a) by giving it to the party or agent personally; or
 - (b) if an address for service for the party or agent is stated in this agreement for item 1, 2 or 3 - by leaving it at the address, sending it by prepaid post as a letter to the address; or
 - (c) if a facsimile number for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by facsimile - by sending it by facsimile to the facsimile number in accordance with the *Electronic Transactions (Queensland) Act 2001*; or
 - (d) if an email address for the party or agent is stated in this agreement for item 1, 2 or 3 and item 4 indicates that a notice may be given by email - by sending it electronically to the email address in accordance with the *Electronic Transactions (Queensland) Act 2001*.
- (4) A party or the lessor's agent may withdraw his or her consent to notices being given to them by facsimile or email only by giving notice to each other party that notices are no longer to be given to the party or agent by facsimile or email.
- (5) If no address for service is stated in this agreement for item 2 for the tenant, the tenant's address for service is taken to be the address of the premises.
- (6) A party or the lessor's agent may change his or her address for service, facsimile number or email address only by giving notice to each other party of a new address for service, facsimile number or email address.
- (7) On the giving of a notice of a new address for service, facsimile number or email address for a party or the lessor's agent, the address for service, facsimile number or email address stated in the notice is taken to be the party's or agent's address for service, facsimile number or email address stated in this agreement for item 1, 2 or 3.
- (8) Unless the contrary is proved -
 - (a) a notice left at an address for service is taken to have been received by the party to whom the address relates when the notice was left at the address; and
 - (b) a notice sent by post is taken to have been received by the person to whom it was addressed when it would have been delivered in the ordinary course of post; and
 - (c) a notice sent by facsimile is taken to have been received at the place where the facsimile was sent when the sender's facsimile machine produces a transmission report indicating all pages of the notice have been successfully sent; and
 - (d) a notice sent by email is taken to have been received by the recipient when the email enters the recipient's email server.

335



Part 3 Special terms Insert any special terms here and/or attach a separate list if required. See clause 2(3) to 2(5)

Refer to attached special terms approved by the Real Estate Institute of Queensland.

1. The attached General Annexure and Annexures 'A', 'B' and 'C' form part of this Residential Tenancy Agreement.
2. Rent must be paid and maintained a full 2 weeks in advance at all times during the tenancy.
3. If loss of power occurs, please contact your electricity provider.
4. The tenant(s) acknowledges receipt of an Information Statement Form 17a.
5. (a) The lessor shall be liable for water consumption charges in respect of the first \$50.00 of water usage per quarter.
(b) The tenant shall be liable for all water consumption charges over and above the usage referred to in paragraph (a) above.
(c) The provisions of Term 17 shall otherwise apply should the premises become water efficient for Section 166. For the purposes of interpreting the amount payable by the tenant for water consumption charges in Clause 17.1, the amount payable by the tenant shall be all water consumption charges
6. Invoices issued to the tenant(s) for water consumption must be paid in full within one (1) month of invoice date.
7. If a home business is being conducted from the premises, all relevant insurances must be supplied immediately.

Names of Approved Occupants: MR Nathanael Whan

The tenant/s must receive a copy of the information statement (Form 17a) and a copy of any applicable by-laws if copies have not previously been given to the tenant/s. **Do not send to the RTA - give this form to the tenant/s. keep a copy for your records.**

Signature of lessor/agent

Name/trading name

Maryanne Birch Real Estate

Signature

DocuSigned by:
Janette McKillop
15EA583324BB4A3

Date 28/3/2022

Signature of tenant 1

Print name

Nathanael Whan

Signature

DocuSigned by:
[Signature]
54385A4620DE4AC

Date 22/3/2022

Signature of tenant 2

Print name

Signature

Date / /

Signature of tenant 3

Print name

Signature

Date / /

Special Terms

These Special Terms have been adopted and approved by The Real Estate Institute of Queensland Ltd.

45 Occupation and use of premises

The tenant must not permit persons other than the persons nominated in the special terms to reside at the premises without the written consent of the lessor. The lessor must act reasonably in exercising the lessor's discretion when determining whether or not to consent to a request by the tenant for any change to the approved tenants or occupants.

46 Subletting via online home sharing platforms

The use of online home sharing platforms, such as AirBnB, which grant exclusive possession of the property, or any part thereof, to guests, shall be deemed to be subletting of the property and require compliance with clause 34.

47 Care of the premises by the tenant

- (1) During the tenancy, the tenant must-
 - (a) not do anything that might block any plumbing or drains on the premises;
 - (b) keep all rubbish in the bin provided by the local authority in an area designated by the lessor or as the local authority may require;
 - (c) put the bin out for collection on the appropriate day for collection and return the bin to its designated place after the rubbish has been collected;
 - (d) maintain the lawns and gardens at the premises having regard to their condition at the commencement of the tenancy, including mowing the lawns, weeding the gardens and watering the lawns and gardens (subject to council water restrictions);
 - (e) keep the premises free from pests and vermin;
 - (f) keep the walls, floors, doors and ceilings of the premises free of nails, screws or adhesive substances, unless otherwise agreed to by the lessor in accordance with clause 27;
 - (g) not intentionally or negligently damage the premises and inclusions;
 - (h) only hang clothing and other articles outside the premises in areas designated by the lessor or the lessor's agent;
 - (i) keep the swimming pool, filter and spa equipment (if any) clean and at the correct chemical levels having regard to their condition at the start of the tenancy;
 - (j) not interfere with nor make non-operational any facility that may be provided with the premises (eg. smoke alarms, fire extinguishers, garden sprinkler systems, hoses etc).
 - (k) where the lessor has consented to animals being kept at the premises, the tenant must ensure all animals are kept in accordance with relevant local laws, state laws and federal laws including but not limited to, the *Animal Management (Cats & Dogs) Act 2008* and the *Animal Care and Protection Act 2001* where applicable.
- (2) The obligations of the tenant at the end of the occupancy regarding the conditions of the premises include-
 - (a) if the carpets were cleaned to a certain standard at the start of the tenancy, the tenant must ensure the carpets are cleaned to the same standard, fair wear and tear excepted, at the end of the tenancy;
 - (b) if the property was free of pests at the start of the tenancy, the tenant must ensure the property meets the same standard at the end of the tenancy;
 - (c) repairing the tenant's intentional or negligent damage to the premises or inclusions;
 - (d) returning the swimming pool, filter and spa equipment (if any) to a clean condition with correct chemical levels having regard to their condition at the start of the tenancy;
 - (e) removing rubbish;
 - (f) replacing inclusions damaged during the tenancy having regard to their condition at the start of the tenancy, fair wear and tear excepted;
 - (g) mowing lawns, weeding gardens having regard to their condition at the start of the tenancy;
 - (h) remove all property other than that belonging to the lessor or on the premises at the start of the tenancy.
- (3) If the tenant does not meet the tenant's obligations at the end of the tenancy the lessor or the lessor's agent may pay for this to be done and claim the cost of doing so from the rental bond.

48 Photographs of the property during an inspection

- (1) The tenant consents to photographs being taken of the property during an inspection arranged by the lessor or the lessor's agent in accordance with section 192(1)(a), for the purposes of documenting the condition of the property at the time of the inspection.
- (2) For the sake of clarity, if any photographs taken during an inspection of the property show something belonging to the tenant, the lessor or lessor's agent must obtain the tenant's written consent in order to use the photographs in an advertisement for the property in accordance with section 203.

49 Locks and keys and remote controls

- (1) The lessor may claim from the tenant costs incurred by the lessor as a result of the tenant losing any key, access keycard or remote control relating to the premises which has been provided to the tenant (by the lessor, a body corporate or other person), including costs in connection with:
 - (a) replacing the key, access keycard or remote control; and
 - (b) gaining access to the premises.
- (2) The tenant acknowledges that the lessor's agent may retain a duplicate set of keys.
- (3) The tenant must return all keys, access keycards and/or any remote controls to the lessor or the lessor's agent at the end of the tenancy.

50 Early termination by tenant

If the tenancy is breached before the end of the tenancy specified in item 6 despite other provisions of this agreement the lessor may claim from the tenant-

- (a) the rent and service charges until the lessor re-lets the premises or the end of the tenancy as specified in item 6 whichever is the earlier; and

Special Terms *continued...*

These Special Terms have been adopted and approved by The Real Estate Institute of Queensland Ltd.

(b) the reasonable costs (including advertising costs) of re-letting and attempting to re-let the premises. (Sections 173(2) and 420).

51 Liability excluded

The tenant shall be liable for and shall indemnify and defend the lessor or the lessor's agent, its directors, officers, employees, and agents, from, and against, any and all losses, claims, demands, actions, suits (including costs and legal fees on an indemnity basis), and damages, including, but not limited to:

- (a) injury, bodily or otherwise, or death of any person, including the tenant or an approved occupant; or
- (b) loss, damage to, or destruction of, property whether real or personal, belonging to any person, including the tenant or an approved occupant;

as a direct or indirect result of the tenant's negligent acts or omissions or breach of this agreement or obligations under the Act.

52 Lessor's insurance

(1) If the lessor does have insurance cover the tenant must not do, or allow anything to be done, that would invalidate the lessor's insurance policy for the premises or increase the lessor's premium in relation to that policy.

(2) The lessor may claim from the tenant -

- (a) any increase in the premium of the lessor's insurance; and
- (b) any excess on claim by the lessor on the lessor's insurance; and
- (c) any other cost and expenses incurred by the lessor;

as a direct or indirect result of the tenant's negligent acts or omissions or breach of this agreement or obligations under the Act.

53 Tenant's insurance

It is the tenant's and approved occupant's responsibility to adequately insure their own property and possessions.

54 Smoke alarm obligations

The tenant must-

(1) Test each smoke alarm in the premises-

- (a) at least once every 12 months; or
- (b) if a fixed term tenancy is of less than 12 months duration, but is held over under a periodic tenancy of 12 months or more, at least once in the 12 month period;
 - (i) For an alarm that can be tested by pressing a button or other device to indicate whether the alarm is capable of detecting smoke - by pressing the button or other device;
 - (ii) Otherwise, by testing the alarm in the way stated in the Information Statement (RTA Form 17a) provided to the tenant/s at the commencement of the tenancy.

(2) Replace each battery that is spent, or that the tenant/s is aware of is almost spent, in accordance with the Information Statement provided to the tenant/s at the commencement of the tenancy;

(3) Advise the lessor as soon as practicable if the tenant/s become/s aware that a smoke alarm in the premises has failed or is about to fail (other than because the battery is spent or almost spent); and

Note: In interpreting the word "spent" when referring to a battery, the term is used to include reference to a battery which is flat, non-functioning or lacking in charge that it does not properly operate the smoke alarm.

(4) Clean each smoke alarm in the premises in the way stated in the Information Statement provided to the tenant/s at the commencement of the tenancy:

- (a) at least once every 12 months; or
- (b) if a fixed term tenancy is of less than 12 months duration, but is held over under a periodic tenancy of 12 months or more, at least once in the 12 month period;

In the event that the tenant/s engages a contractor/tradesperson (as listed in Item 18) to meet the tenant/s obligations listed under this clause, such engagement shall be at the tenant/s' own cost and expense.

(5) Not tamper with or otherwise render a smoke alarm inoperative. Such an act will constitute malicious damage in accordance with section 188 of the Act.

55 Portable pool obligations

(1) The tenant must-

- (a) Obtain the lessor's consent for a portable pool at the premises of a depth of 300mm or greater;
- (b) Where consent is to be provided by the lessor to the tenant for the use of a portable pool at the premises of a depth of 300mm or greater, provide the lessor and/or the agent with details of the type and description of the proposed portable pool.

(2) Where consent is provided by the lessor to the tenant for the use of a portable pool at the premises of a depth of 300mm or greater, the tenant agrees to:

- (a) Maintain and repair the portable pool at the tenant's own expense;
- (b) In accordance with the *Building Act 1975* obtain, maintain and renew a Pool Safety Certificate for a regulated pool, which includes a requirement for a compliant pool fence and, provide a copy of the Pool Safety Certificate to the lessor and/or agent;
- (c) Where a compliant pool fence is required for a regulated pool, obtain the lessor's consent regarding a proposed fence in accordance with clause 27 of the standard terms;
- (d) In circumstances where consent is provided to the tenant by the lessor in accordance with clause 27 of the standard terms, construct and maintain the fence as required by the *Building Act 1975*, at the tenant's own expense.

(3) In accordance with clause 55(1) and 55(2), where consent is provided by the lessor to the tenant for a portable pool of a depth of 300mm or greater and/or as prescribed by the *Building Act 1975*, the tenant hereby agrees to indemnify and hold harmless the lessor and agent for any loss, claim, suit or demand, brought, caused or contributed to, directly or indirectly, by the portable pool.

Special Terms *continued...*

These Special Terms have been adopted and approved by The Real Estate Institute of Queensland Ltd.

56 Electronic Signing

- (1) Electronic Signature means an electronic method of signing that identifies the person and indicates their intention to sign this agreement;
- (2) If this agreement is signed by any party or the lessor's agent using an Electronic Signature, the tenant and the lessor:
 - (a) agree to enter into this agreement in electronic form; and
 - (b) consent to either, or both parties, or the lessor's agent signing this agreement using an Electronic Signature.

INITIALS *(Note: initials not required if signed with Electronic Signature)*

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Special Condition

General Tenancy - Pets not Permitted Inside Dwelling

PETS NOT PERMITTED INSIDE DWELLING

- (a) The parties acknowledge that in accordance with Items 17.1 and 17.2 of the Tenancy Details in the Agreement and Clause 24 of the Standard Terms, pets shall be permitted on the Premises but only in accordance with Clause 24 and as set out herein.
- (b) The pet/s referred to in the Tenancy Details shall not be permitted inside any dwelling on the Premises.
- (c) For the purposes of this Special Term a dwelling contained on the Premises shall include any enclosed area, room or structure attached to the dwelling, including but not limited to any garage, sunroom or enclosed veranda. A dwelling shall include any structure on the Premises designed to be used as a residence for human habitation.
- (d) The above provisions do not apply to guide, hearing or assistance dogs.

INITIALS *(Note: initials not required if signed with Electronic Signature)*

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3.40



Annexure A

1. Condition of Premises

- (a) The lessor shall ensure, as part of its obligations under Clause 25 of the Standard Terms, the premises are in a reasonable state of repair and are free from vermin at the commencement of the Tenancy.
- (b) To replace cracked and/or broken glass where such breakage has arisen as a result of malicious damage or other action on the part of the tenant or its guest/s.
- (c) To keep the premises free of rodents, cockroaches and other vermin and to notify the lessor promptly of any vermin or pest infestation which, should the presence of such vermin or infestation have arisen due to the act or neglect on the part of the tenant, shall be the tenant's responsibility to remedy.
- (d) To replace any light bulbs and fluro tubes that have blown during the term of the tenancy.
- (e) To at all times during the term of the tenancy comply with the terms of this General of this General Tenancy Agreement including Addendum - Special Terms.
- (f) Where a product, fixture or fitting provided with the premises has a warning label or safety instructions attached the tenant is not to deface, damage or remove such label.

2. Pets

- (1) The tenant may not keep pets of the premises other than;
 - (a) in accordance with Item 17 of Part 1, Clause 24 of the Standard Terms and this Clause 3; or
 - (b) Subsequent to the entering into this agreement where written permission is given by the lessor, such permission being subject to the terms of this agreement.
- (2) The tenant agrees at all times to:
 - (a) Keep the pets under control, particularly in respect of noise.
 - (b) Maintain the cleanliness and health of the pets including appropriate vaccination.
 - (c) Keep all areas, where the pet's are allowed clean and parasite free.
 - (d) Abide by any body corporate by-laws and laws, by-laws and regulations of any competent authority or local council in relation to pets.
 - (e) Keep any cats indoors at night.
 - (f) Where the premises are part of a body corporate, restrain pets when in any common areas of the property by way of a leash or similar restraint device.
 - (g) Regularly remove pet droppings in an appropriate manner
 - (h) Dispose of any deceased pet's bodies in an appropriate manner and in accordance with the local government by-laws or guidelines where applicable
- (3) The tenant warrants that it has inspected the fences at the start of the tenancy and found them to be adequate to enclose the pet/s.
- (4) If during the tenancy the fences are found to be inadequate to enclose the pets:
 - (a) The tenant must promptly remove the pet/s from the premises until the fence is repaired; and
 - (b) Report the inadequacy or damage to the lessor/lessor's agent.
- (5) If the tenant breaches any of the conditions of this Clause 3 and such breach is not rectified within 14 days of the tenant being given a notice to rectify, the tenant will be required to remove the pet/s from the premises.
- (6) Any further instruction from the lessor in relation to Pets will be included in Part 3 Special Terms.

3. Breach of Tenancy

- (1) If at the end of the tenancy the tenant is in breach of any of its obligations under this tenancy agreement the lessor may rectify such breach and claim the cost of such rectification from the rental bond or the tenant, subject to the provisions of the Act.
*Note: Section 429 of the Act States: If there is a dispute between the lessor and tenant about (this) Agreement, either party may apply to the tribunal for an order and the tribunal may make any order it considers appropriate, to resolve the dispute.

4. Insurance / Indemnity

- (1) The tenant will not by act or omission do anything which would cause any increase in the premium of any insurance the lessor may have over the premises (or their contents) or cause such insurance policy to be invalidated.

Annexure B

5. Liability Statement

Except in the case where the lessor and/ or the lessor's agent have been negligent or fail to comply with obligations under the Act, neither the lessor or the lessor's agent (acting with the lessor's authority) will be liable for any loss or damage suffered by the tenant or other persons on the premises with respect to either person or property AND the tenant indemnifies the lessor and /or the lessor's agent against all liability with respect to injury or damage to the tenant or other persons or the property of either occurring on the premises as a result of any act or omission by the tenant or others on the premises with the consent of the tenant. Note: The provisions of section 429 allow

either

party to apply to the Tribunal in case of a dispute.

*For the purposes of this agreement Premises, where mentioned shall mean the premises, fixtures and inclusions, if any.6. Notice of Rent

Increases

In the case of a fixed term agreement the tenant agree's if a rent increase in stated in Addendum - Additional Items - Item C:

(a) subject to Clause 10 of the Standard Terms, the rental may be increased before the term ends and such increase shall be as set out in Addendum - Additional Items - Item C.

(b) Notice must be given by the lessor / lessor's agent not less than two month's prior to the rent increase commencement date advising of

a

rental increase and the date of such increase.

*Note: In case of a disagreement, the provisions of Clause 11 of the Standard Terms may be applicable.

7. Related Documents / Notices / Electronic Communication.

(1) The parties agree and confirm any documents and communications in relation to this Agreement may be forwarded electronically and where this document has been forwarded electronically (either for signing or otherwise) the party receiving the document confirms having consented to the delivery of the document (and any other materials) by way of electronic means of delivery before receiving the documentation.

(2) A Related Document to be served on any party under this Agreement shall be in writing and may be served on that party:

(a) by delivering it to the party personally; or

(b) by leaving it for the party at that party's address as stated in this Agreement; or

(c) by posting it to the party by ordinary mail or security mail as a letter addressed to the party at the address as stated in this

Agreement;

or

(d) by electronic communication to the party at the appropriate electronic address as sated in this Agreement; or

(e) by delivery to an alternative address, provided in writing by the party, by any of the methods outlined in Clauses 11(2)(a) to (d)

above.

(3) A document posted shall be deemed to have served, unless the contrary is shown, at the time when, by the ordinary course of post, the

document would be delivered.

(4) A document sent by electronic communication will be deemed to have received in accordance with Section 24 of the Electronic Transactions (Queensland) Act 2001.

(5) Documents given by a party's solicitor will be deemed to have been given by with the authority of the party.

(6) Documents must be served before 5pm on a business day, failing which, such document will be deemed to have been served on the next business day.

(7) The parties acknowledge and agree an Electronic Document readily accessible via a link within a Related Document is received when the Related Document is Served and will be opened when the Related document is opened.

(8) The parties agree to execution, delivery and service of documents electronically by a method provided by DocuSign or such other agreed electronic signature service provider.

8. Privacy

(1) The lessor's agent must comply with the provisions (1) of the Australian Privacy Principles (Privacy Act 1988 (CTH) and where required maintain a Privacy Policy.

(2) The Privacy Policy outlines how the lessor's agent collects and uses Personal Information provided by you as the tenant, or obtained by other means, to provide the services required by you or on your behalf.

(3) You as the tenant agree the lessor's agent may, subject to the Privacy Act 1988(CTH) (where applicable), collect,use and disclose such information to:

INITIALS

(Note: initials not required if signed with Electronic Signature)

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Annexure C

of (a) the lessor of the Premises to which this Agreement applies, insofar as such information is relevant to the managing and/or leasing the Premises; and/or
(b) (subject to the provisions of Chapter 9 of the Act) residential tenancy databases for the purpose of enabling a proper assessment of the risk in providing you with the tenancy and if applicable listing tenancy agreement breaches; and/or
(c) previous managing agents or landlords and nominated referees to confirm information provided by you; and/or
(d) tradespeople and similar contractors engaged by the lessor / lessor's agent in order to facilitate the carrying out of works with respect to the Premises; and/or
by (e) the lessor's insurance companies; authorized real estate personnel; courts and tribunals and other third parties as may be required the lessor's agent relating to the administration of the Premises and use of the lessor's agent's services; and/or
(d) tradespeople and similar contractors engaged by the lessor/lessor's agent in order to facilitate the carrying out of works with respect to the Premises; and/or
on (f) a utility connection provider where you request the lessor's agent to facilitate the connection and/or disconnection of your utility services; and/or
(g) Body Corporates. (4) Documents or copies of documents provided to establish the identity of the tenant or persons entitled to deal on behalf of the tenant, will be retained by the lessors agent in accordance with the Australian Privacy Principles and will not be used for any purpose other than confirming the identity of such person/s.
(5) Without provision of certain information the lessors agent may not be able to act effectively or at all in the administration of this agreement.
(6) The tenant has the right to access such Personal Information and may require correction or amendment of any inaccurate, incomplete, out of date or irrelevant information.
(7) The lessors agent will provide (where applicable), on request, a copy of its Privacy Policy

9. Data Collection.

Upon signing this Agreement the parties agree the lessors agent, and the form completion service provider providing this form, may without disclosing Personal Information collect, use and disclose to Data Collection Agencies information contained in this agreement.

10. Telephone

Subscription to telephone and internet services will be the responsibility of, and at the cost to, the Tenant.

11. Special Terms

The parties confirm that no legal advice as to the Standard Terms or Special Terms was provided by the lessors agent. Any Special Terms or Clauses were inserted at the specific request of a relevant party to this Agreement. No warranty is given by the lessors agent and legal advice should be sought.

12. Definitions

to (1) Data Collection Agency: means an agency or organisation that collects real estate data to provide information to the real estate data provide information to the real estate; finance and property valuation industries to enable data analysis.
(2) Electronic Document: means any electronic communication (including Notices) as defined in the Electronic Transactions (Queensland) Act 2001 including any electronically generated document situated on an external server readily accessible via a link within an electronic communication or other electronically generated document.
(3) Personal Information: means personal information as defined in the Privacy Act 1988 (CTH)
(4) Related Document means any written communication (including Notices) with regard to this matter between parties including any Electronic Documents.

Certificate Of Completion

Envelope Id: 4AE14622CD5D43FD9CA26479ED169CA1
 Subject: Please DocuSign: GTA - Jan 22 - Unsigned.pdf

Status: Completed

Source Envelope:

Document Pages: 15
 Certificate Pages: 5
 AutoNav: Enabled
 Envelope Stamping: Enabled
 Time Zone: (UTC+10:00) Brisbane

Signatures: 2
 Initials: 0

Envelope Originator:
 Janette McKillop
 pm3@maryanneburch.com.au
 IP Address: 144.139.177.174

Record Tracking

Status: Original
 19-03-2022 | 12:49

Holder: Janette McKillop
 pm3@maryanneburch.com.au

Location: DocuSign

Signer Events

Nathanael Whan
 nathanael.whan@icloud.com
 Security Level: Email, Account Authentication
 (None)

Signature



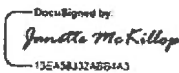
Signature Adoption: Drawn on Device
 Using IP Address: 220.245.15.200
 Signed using mobile

Timestamp

Sent: 19-03-2022 | 12:51
 Viewed: 23-03-2022 | 16:43
 Signed: 23-03-2022 | 16:44

Electronic Record and Signature Disclosure:
 Accepted: 23-03-2022 | 16:43
 ID: 89100a49-0d66-4049-9d20-3362c684af65

Janette McKillop
 pm3@maryanneburch.com.au
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Pre-selected Style
 Using IP Address: 144.139.177.174

Sent: 23-03-2022 | 16:44
 Viewed: 28-03-2022 | 15:30
 Signed: 28-03-2022 | 15:30

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

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

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

Timestamps
 19-03-2022 | 12:51
 28-03-2022 | 15:30
 28-03-2022 | 15:30
 28-03-2022 | 15:30

3.44

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, The Real Estate Institute of Queensland Limited - 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

3.4b

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 The Real Estate Institute of Queensland Limited - 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: sroberts@reiq.com.au

To advise The Real Estate Institute of Queensland Limited - 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 sroberts@reiq.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 The Real Estate Institute of Queensland Limited - 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 sroberts@reiq.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 The Real Estate Institute of Queensland Limited - 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 sroberts@reiq.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 The Real Estate Institute of Queensland Limited - 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 The Real Estate Institute of Queensland Limited - ISV License during the course of your relationship with The Real Estate Institute of Queensland Limited - ISV License.

4-1

P & T Stevens Superannuation Fund
General Ledger



As at 30 June 2022

Transaction Date	Description	Units	Debit	Credit	Balance \$
Accountancy Fees (30100)					
<u>Accountancy Fees (30100)</u>					
23/11/2021	TRANSACT FUNDS TFR TO SIMMONS LIVINGSTON TD		220.00	4-2	220.00 DR
09/02/2022	STEVPC2 TD		303.01	4-3	523.01 DR
11/05/2022	STEVPS1 031606 TD		2,310.00	4-4	2,833.01 DR
			2,833.01		2,833.01 DR

Total Debits: 2,833.01

Total Credits: 0.00



Simmons Livingstone & Associates

A.B.N. 45 163 871 958
PO Box 806, Oxenford 4210 Queensland
Tele 07 5561 8800 | Fax 07 5561 8700
simmonslivingstone.com.au

Mr & Mrs P Stevens
P & T Stevens SMSF Pty Ltd
23 Riverview Road
NERANG QLD 4211

Tax Invoice
028109

Ref: STEVPC1
18 August, 2021

Description	Amount
Fee for Professional Service rendered in relation to the following: <ul style="list-style-type: none"> • P & T Stevens SMSF Pty Ltd The following gives details of the work undertaken: <u>P & T Stevens SMSF Pty Ltd</u> Attending to secretarial matters of the company on your behalf throughout the year including acting as your registered office checking and updating your company details as required with the Australian Securities & Investments Commission (ASIC) checking and forwarding of your annual Company Statement preparation of required ASIC advices preparation of director's meeting minutes to meet solvency requirements of the ASIC and maintenance of your electronic company register and documentation contained therein.	200.00
Please note that this invoice is now due. *Credit card payments attract a surcharge	200.00 GST: \$ 20.00 Amount Due: \$ 220.00

The firm reserves the right to charge interest of 11.5% compounding daily on outstanding amounts. The firm reserves the right to refer the outstanding invoices to a debt collection agency or legal practitioner, at a cost to the client. Such costs may include commission, administration fees, legal costs and interest as charged by the debt collection agency or legal practitioner.

<input type="checkbox"/> (EFT) - Transfer to our account	Account Name Simmons Livingstone & Associates	Ref: STEVPC1
	BSB: 064 445 Account: 1052 7520	Invoice: 028109
		18 August, 2021
		Amount Due: \$ 220.00
<input type="checkbox"/> Credit Card (Please indicate type)	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa	Card CCV
Card Number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
Cardholder	Signature	Expiry/.....
<small>Note that credit card payments attract a surcharge. Liability limited by a scheme approved under Professional Standards Legislation</small>		



Mr & Mrs P Stevens
P & T Stevens Property Pty Ltd
23 Riverview Road
NERANG QLD 4211

Tax Invoice
030737

Ref: STEVPC2
8 February, 2022

Description	Amount
<p>Fee for Professional Service rendered in relation to the following:</p> <ul style="list-style-type: none"> • P & T Stevens Property Pty Ltd <p>The following gives details of the work undertaken:</p> <p>Attending to secretarial matters of the company on your behalf throughout the year with the Australian Securities & Investments Commission (ASIC):</p> <ul style="list-style-type: none"> • Attendance to ASIC company statements and review documentation on your behalf; • Checking and comparison of your company information with ASIC registers; • Preparation of annual company minutes as required by the Corporations Law; • Attendance to minor changes in your company details as and when they arise; • Provision of registered office address and maintenance of legislated ASIC opening hours; • Assurance your company files are up to date and compliant with current Corporations Law and associated legislation; • Acting as registered agent of the company. 	275.46

Please note that this invoice is now due.	GST: \$	27.55
*Credit card payments attract a surcharge	Amount Due: \$	303.01

The firm reserves the right to charge interest of 11.5% compounding daily on outstanding amounts. The firm reserves the right to refer the outstanding invoices to a debt collection agency or legal practitioner, at a cost to the client. Such costs may include commission, administration fees, legal costs and interest as charged by the debt collection agency or legal practitioner.

<input type="checkbox"/> (EFT) - Transfer to our account		Ref: STEVPC2
Account Name Simmons Livingstone & Associates		Invoice: 030737
BSB: 064 445 Account: 1052 7520		8 February, 2022
		Amount Due: \$ 303.01
<input type="checkbox"/> Credit Card (Please indicate type) <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa		Card CCV
Card Number:	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>
Cardholder	Signature	Expiry/.....

Note that credit card payments attract a surcharge. Liability limited by a scheme approved under Professional Standards Legislation

4-4



Simmons Livingstone & Associates

A.B.N. 45 163 871 958
PO Box 806, Oxenford 4210 Queensland
Tele 07 5561 8800 | Fax 07 5561 8700
simmonslivingstone.com.au

The Trustees
P & T Stevens Superannuation Fund
23 Riverview Road
NERANG QLD 4211

Tax Invoice
031606

Ref: STEVPS1
22 April, 2022

Description	Amount
Preparation of Financial Statements for the fund for the year ended 30th June 2021 including the following:- - Operating Statement, Statement of Financial Position & Notes to the Financial Statements - Trustee's declaration - Preparation and lodgement of income tax and regulatory return - Calculation of tax estimate - Memorandum of Resolutions - Calculations in relation to changes in market value of investments - Preparation of Member's Statements - Preparation of records in accordance with the auditor's requirements including payment of disbursement to Super Audits.	<div style="font-family: cursive; font-size: 1.2em; margin-bottom: 10px;">Acc Audit</div> <div style="text-align: right; margin-bottom: 10px;"> 2310 330 <hr/> 2640 </div> 2,400.00
Please note that this invoice is now due.	2,400.00
	GST: \$ 240.00
	Amount Due: \$ 2,640.00

The firm reserves the right to charge interest of 11.5% compounding daily on outstanding amounts. The firm reserves the right to refer the outstanding invoices to a debt collection agency or legal practitioner, at a cost to the client. Such costs may include commission, administration fees, legal costs and interest as charged by the debt collection agency or legal practitioner.

<input type="checkbox"/> (EFT) - Transfer to our account Account Name Simmons Livingstone & Associates BSB: 064 445 Account: 1052 7520		Ref: STEVPS1 Invoice: 031606 22 April, 2022 Amount Due: \$ 2,640.00
<input type="checkbox"/> Credit Card (Please indicate type) <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa		Card CCV
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/>
Cardholder		Signature
		Expiry/.....
Liability limited by a scheme approved under Professional Standards Legislation		

5.1

P & T Stevens Superannuation Fund

Formation Costs Simmons Livingstone & Associates invoice 009948

\$2,200.00 establishment costs

Year

2018	440.00	1,760.00
2019	440.00	1,320.00
2020	440.00	880.00
2021	440.00	440.00
2022	440.00	0.00

POSTED

SUPER AUDITS

TAX INVOICE

Supplier: Super Audits

Auditor: A.W. Boys
SMSF Auditor Number (SAN) 100014140
Registered Company Auditor (67793)

Address: Box 3376
Rundle Mall 5000

ABN: 20 461 503 652

Services: Auditing

Date: 13 April 2022

Recipient: P & T Stevens Super Fund

Address: C/- PO Box 806 OXENFORD QLD 4210

Description of Services

Statutory audit of the P & T Stevens Super Fund for the financial year ending 30 June 2021.

Fee: \$300.00

GST: \$30.00

Total: \$330.00

Payment can be made with a cheque payable to Super Audits postal address being Box 3376 Rundle Mall 5000 or alternatively an EFT can be made BSB 015-056 Account No. 387392386.

7-1

P & T Stevens Superannuation Fund General Ledger



As at 30 June 2022

Transaction Date	Description	Units	Debit	Credit	Balance \$
ASIC Fees (30800)					
ASIC Fees (30800)					
05/11/2021	BPAY TO AUSTRALIAN SECURITIES & INV BP		56.00	7.2	56.00 DR
29/01/2022	ASIC P&T Stevens Property PL		276.00	7.6	332.00 DR
			332.00		332.00 DR

Total Debits: 332.00

Total Credits: 0.00

7.2



ASIC
Australian Securities & Investments Commission

ABN 86 768 265 615

Inquiries
www.asic.gov.au/invoices
1300 300 630

P & T STEVENS SMSF PTY. LTD.
SIMMONS LIVINGSTONE AND ASSOCIATES PTY L
PO BOX 806 OXFENFORD QLD 4210

INVOICE STATEMENT

Issue date 15 Aug 21
P & T STEVENS SMSF PTY. LTD.

ACN 621 090 060
Account No. 22 621090060

Summary

Opening Balance	\$0.00
New items	\$56.00
Payments & credits	\$0.00
TOTAL DUE	\$56.00

- Amounts are not subject to GST. (Treasurer's determination - exempt taxes, fees and charges).
- Payment of your annual review fee will maintain your registration as an Australian company.

Transaction details are listed on the back of this page

Please pay

Immediately	\$0.00
By 15 Oct 21	\$56.00

If you have already paid please ignore this invoice statement.

- Late fees will apply if you do NOT
 - tell us about a change during the period that the law allows
 - bring your company or scheme details up to date within 28 days of the date of issue of the annual statement, or
 - pay your review fee within 2 months of the annual review date.
- Information on late fee amounts can be found on the ASIC website.



ASIC
Australian Securities & Investments Commission

PAYMENT SLIP
P & T STEVENS SMSF PTY. LTD.

ACN 621 090 060 Account No: 22 621090060



22 621090060

TOTAL DUE	\$56.00
Immediately	\$0.00
By 15 Oct 21	\$56.00

Payment options are listed on the back of this payment slip

iB PAY	Billor Code: 17301
	Ref: 2296210900603



*814 129 0002296210900603 22

7.3



ASIC
Australian Securities & Investments Commission

ABN 86 768 265 615

Inquiries
www.asic.gov.au/invoices
1300 300 630

P & T STEVENS SMSF PTY. LTD.
SIMMONS LIVINGSTONE AND ASSOCIATES PTY L
PO BOX 806 OXENFORD QLD 4210

INVOICE STATEMENT

Issue date 18 Oct 21

P & T STEVENS SMSF PTY. LTD.

ACN 621 090 060

Account No. 22 621090060

Summary

Opening Balance	\$56.00
New items	\$83.00
Payments & credits	\$0.00
TOTAL DUE	\$139.00

- Amounts are not subject to GST. (Treasurer's determination - exempt taxes, fees and charges).
- Payment of your annual review fee will maintain your registration as an Australian company.

Transaction details are listed on the back of this page

Please pay

Immediately \$139.00

If you have already paid please ignore this invoice statement.

- Late fees will apply if you do NOT
 - tell us about a change during the period that the law allows
 - bring your company or scheme details up to date within 28 days of the date of issue of the annual statement, or
 - pay your review fee within 2 months of the annual review date.
- Information on late fee amounts can be found on the ASIC website.



ASIC
Australian Securities & Investments Commission

PAYMENT SLIP

P & T STEVENS SMSF PTY. LTD.

ACN 621 090 060

Account No: 22 621090060



22 621090060

TOTAL DUE \$139.00
Immediately \$139.00

Payment options are listed on the back of this payment slip



Biller Code: 17301
Ref: 2296210900603



*814 129 0002296210900603 22

Transaction details:

page 2 of 2

7.4

	Transactions for this period	ASIC reference	\$ Amount
2021-10-18	Late Payment Fee 1	3X7844994480P A	\$83.00
	Outstanding transactions		
2021-08-15	Annual Review - Special Purpose Pty Co	3X7844994480P A	\$56.00
2021-10-18	Late Payment Fee 1	3X7844994480P A	\$83.00

PAYMENT OPTIONS



Billpay Code: 8929
Ref: 2296 2109 0060 322

Australia Post

Present this payment slip. Pay by cash, cheque or EFTPOS

Phone

Call 13 18 16 to pay by Mastercard or Visa

On-line

Go to postbillpay.com.au to pay by Mastercard or Visa

Mail

Mail this payment slip and cheque (do not staple) to ASIC,
Locked Bag 5000, Gippsland Mail Centre VIC 3841

Bill Code: 17301
Ref: 2296210900603

Telephone & Internet Banking – BPAY®
Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au



Company: P & T STEVENS SMSF PTY. LTD. ACN 621 090 060

Company details

Date company registered 15-08-2017
 Company next review date 15-08-2023
 Company type Australian Proprietary Company
 Company status Registered
 Home unit company No
 Superannuation trustee company Yes
 Non profit company No

Registered office

UNIT 30 , 340 HOPE ISLAND ROAD , HOPE ISLAND QLD 4212

Principal place of business

23 RIVERVIEW ROAD , NERANG QLD 4211

Officeholders

STEVENS, PETER
 Born 06-03-1971 at CAMDEN NSW
 23 RIVERVIEW ROAD , NERANG QLD 4211
 Office(s) held: Director, appointed 15-08-2017

STEVENS, TANYA
 Born 05-08-1971 at SOUTHPORT QLD
 23 RIVERVIEW ROAD , NERANG QLD 4211
 Office(s) held: Director, appointed 15-08-2017
 Secretary, appointed 15-08-2017

Company share structure

Share class	Share description	Number issued	Total amount paid	Total amount unpaid
ORD	ORDINARY	2	2.00	0.00

Members

Member Name	Address	Share class	Total number held	Fully paid	Beneficially held
STEVENS , PETER	23 RIVERVIEW ROAD , NERANG QLD 4211	ORD	1	Yes	Yes
STEVENS , TANYA	23 RIVERVIEW ROAD , NERANG QLD 4211	ORD	1	Yes	Yes

Document history

These are the documents most recently received by ASIC from this organisation.

Received	Number	Form Description	Status
15-08-2017	3E6210759	201 APPLICATION FOR INCORPORATION (DIVN 1)	Processed and imaged

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ASIC
Australian Securities & Investments Commission

ABN 86 768 265 615

Inquiries
www.asic.gov.au/invoices
1300 300 630

P & T STEVENS PROPERTY PTY LTD
SIMMONS LIVINGSTONE AND ASSOCIATES PTY L
PO BOX 806 OXENFORD QLD 4210

INVOICE STATEMENT
Issue date 29 Nov 21
P & T STEVENS PROPERTY PTY LTD

ACN 630 312 659
Account No. 22 630312659

Summary

Opening Balance	\$0.00
New items	\$276.00
Payments & credits	\$0.00
TOTAL DUE	\$276.00

- Amounts are not subject to GST. (Treasurer's determination - exempt taxes, fees and charges).
- Payment of your annual review fee will maintain your registration as an Australian company.

Transaction details are listed on the back of this page

Please pay

Immediately	\$0.00
By 29 Jan 22	\$276.00

If you have already paid please ignore this invoice statement.

- Late fees will apply if you do NOT
 - tell us about a change during the period that the law allows
 - bring your company or scheme details up to date within 28 days of the date of issue of the annual statement, or
 - pay your review fee within 2 months of the annual review date.
- Information on late fee amounts can be found on the ASIC website.



ASIC
Australian Securities & Investments Commission

PAYMENT SLIP
P & T STEVENS PROPERTY PTY LTD

ACN 630 312 659 Account No: 22 630312659



22 630312659

TOTAL DUE	\$276.00
Immediately	\$0.00
By 29 Jan 22	\$276.00

Payment options are listed on the back of this payment slip

	Billier Code: 17301
	Ref: 2296303126595



*814 129 0002296303126595 02

Transaction details:

page 2 of 2

7-7

	Transactions for this period	ASIC reference	\$ Amount
2021-11-29	Annual Review - Pty Co	3X8663911480B A	\$276.00
Outstanding transactions			
2021-11-29	Annual Review - Pty Co	3X8663911480B A	\$276.00

PAYMENT OPTIONS



Billpay Code: 8929
Ref: 2296 3031 2659 502

Australia Post

Present this payment slip. Pay by cash, cheque or EFTPOS

Phone

Call 13 18 16 to pay by Mastercard or Visa

On-line

Go to postbillpay.com.au to pay by Mastercard or Visa

Mail

Mail this payment slip and cheque (do not staple) to ASIC,
Locked Bag 5000, Gippsland Mail Centre VIC 3841

Billier Code: 17301
Ref: 2296303126595

Telephone & Internet Banking – BPAY®
Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au



Company: P & T STEVENS PROPERTY PTY LTD ACN 630 312 659

Company details

Date company registered 29-11-2018
Company next review date 29-11-2023
Company type Australian Proprietary Company
Company status Registered
Home unit company No
Superannuation trustee company No
Non profit company No

Registered office

UNIT 30 , 340 HOPE ISLAND ROAD , HOPE ISLAND QLD 4212

Principal place of business

23 RIVERVIEW ROAD , NERANG QLD 4211

Officeholders

STEVENS, PETER

Born 06-03-1971 at CAMDEN NSW

23 RIVERVIEW ROAD , NERANG QLD 4211

Office(s) held: Director, appointed 29-11-2018

STEVENS, TANYA

Born 05-08-1971 at SOUTHPORT QLD

23 RIVERVIEW ROAD , NERANG QLD 4211

Office(s) held: Director, appointed 29-11-2018
Secretary, appointed 29-11-2018

Company share structure

Share class	Share description	Number issued	Total amount paid	Total amount unpaid
ORD	ORDINARY	2	2.00	0.00

Members

STEVENS , PETER

23 RIVERVIEW ROAD , NERANG QLD 4211

Share class	Total number held	Fully paid	Beneficially held
ORD	1	Yes	Yes

STEVENS , TANYA

23 RIVERVIEW ROAD , NERANG QLD 4211

Share class	Total number held	Fully paid	Beneficially held
ORD	1	Yes	Yes

Document history

These are the documents most recently received by ASIC from this organisation.

Received	Number	Form Description	Status
29-11-2018	0EEV50267	201 APPLICATION FOR INCORPORATION (DIVN 1)	Processed and imaged

P & T Stevens Superannuation Fund
Depreciation Schedule

For The Period 01 July 2021 - 30 June 2022



Investment	Purchase Date	Cost	Opening Written Down Value	Adjustments		Total Value For Depreciation ¹	Method	Rate	Depreciation			
				Disposals/ Decrease	Additions/ Increase				Calculated Depreciation ²	Posted Depreciation ³	Closing Written Down Value	
Plant and Equipment (at written down value) - Unitted												
Air conditioner	19/05/2020	3,360.50	2,988.92		2,988.92	2,988.92	Diminishing Value	10.00 %	298.89	298.89	298.89	2,690.03
Hot Water System	20/03/2020	1,750.00	1,389.86		1,389.86	1,389.86	Diminishing Value	16.67 %	231.69	231.69	231.69	1,158.17
Stove	01/05/2021	610.00	593.01		593.01	593.01	Diminishing Value	16.67 %	98.85	98.85	98.85	494.16
		5,720.50	4,971.79		4,971.79	4,971.79			629.43	629.43	629.43	4,342.36
		5,720.50	4,971.79		4,971.79	4,971.79			629.43	629.43	629.43	4,342.36

¹ Amounts have been pro rated based on number of days in the year

² Depreciation calculated as per depreciation method

³ Depreciation amounts posted to the ledger

SL

Division 43 – capital works allowance

The table below outlines the division 43 building write-off allowance available to be claimed for additional works completed to this property. The depreciation calculated has been deemed to be on structural elements only completed after the legislated dates.

Works	Date	Rate	Original cost (\$)
Additional works	5-Sep-08	2.5 %	12,365
Additional works	7-Apr-10	2.5 %	60,634
Additional works	5-Sep-17	2.5 %	10,437

Calculation for write-off provision:

Years 1-21		Years 22-41	
Period	Division 43	Period	Division 43
5-Apr-19 to 30-Jun-19	503	1-Jul-39 to 30-Jun-40	2,086
1-Jul-19 to 30-Jun-20	2,086	1-Jul-40 to 30-Jun-41	2,086
1-Jul-20 to 30-Jun-21	2,086	1-Jul-41 to 30-Jun-42	2,086
1-Jul-21 to 30-Jun-22	2,086	1-Jul-42 to 30-Jun-43	2,086
1-Jul-22 to 30-Jun-23	2,086	1-Jul-43 to 30-Jun-44	2,086
1-Jul-23 to 30-Jun-24	2,086	1-Jul-44 to 30-Jun-45	2,086
1-Jul-24 to 30-Jun-25	2,086	1-Jul-45 to 30-Jun-46	2,086
1-Jul-25 to 30-Jun-26	2,086	1-Jul-46 to 30-Jun-47	2,086
1-Jul-26 to 30-Jun-27	2,086	1-Jul-47 to 30-Jun-48	2,086
1-Jul-27 to 30-Jun-28	2,086	1-Jul-48 to 30-Jun-49	1,836
1-Jul-28 to 30-Jun-29	2,086	1-Jul-49 to 30-Jun-50	1,420
1-Jul-29 to 30-Jun-30	2,086	1-Jul-50 to 30-Jun-51	261
1-Jul-30 to 30-Jun-31	2,086	1-Jul-51 to 30-Jun-52	261
1-Jul-31 to 30-Jun-32	2,086	1-Jul-52 to 30-Jun-53	261
1-Jul-32 to 30-Jun-33	2,086	1-Jul-53 to 30-Jun-54	261
1-Jul-33 to 30-Jun-34	2,086	1-Jul-54 to 30-Jun-55	261
1-Jul-34 to 30-Jun-35	2,086	1-Jul-55 to 30-Jun-56	261
1-Jul-35 to 30-Jun-36	2,086	1-Jul-56 to 30-Jun-57	261
1-Jul-36 to 30-Jun-37	2,086	1-Jul-57 to 30-Jun-58	44
1-Jul-37 to 30-Jun-38	2,086	1-Jul-58 to 30-Jun-59	0
1-Jul-38 to 30-Jun-39	2,086	Total	66,124

POSTED

The contents of this page are subject to and must be read in conjunction with the disclaimer on page 7

Summary of capital expenditure

Purchase price	\$413,000
Division 43 - expenditure after purchase	\$0
Total expenditure	\$413,000



Division 43 – capital works allowance total as at 4 April 2019	\$66,124
Division 43 – original capital works allowance total	\$0

Division 43 as outlined in ITAA 1997, allows a deduction for capital expenditure incurred in the construction of any capital works. The deduction claimed as a capital works allowance depends on the type of construction and the date construction commenced. See the definition of division 43 within the glossary of key terms for further clarification on the qualifying dates for capital works deductions. The deductible amount for division 43 excludes both division 40 and any non qualifying balance of capital expenditure.

Division 40 - plant and equipment

The owner of the property exchanged contracts after 7.30pm 9 May 2017 or were not using the property for a taxable purpose prior to 1 July 2017. Therefore, the owner of this property is unable to claim depreciation under division 40 in relation to existing plant and equipment assets (within the property). However, the owner is able to claim any qualifying plant and equipment assets they add to the property after purchase (which are used for a taxable purpose and not second hand) and an updated schedule should be prepared when this occurs.

Balance of capital expenditure	\$346,876
---------------------------------------	------------------

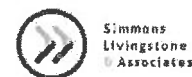
This represents all items included in the purchase price that do not qualify for capital works deductions or decline in value and any capital works deductions which are already exhausted. Construction expenditure that cannot be claimed (as per Australian Taxation Office (ATO) guidelines) include:

- Land
- Expenditure on clearing the land prior to construction
- Earthworks that are permanent, and are not integral to the construction
- Expenditure on soft landscaping
- Demolition

The contents of this page are subject to and must be read in conjunction with the disclaimer on page 7

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P & T Stevens Superannuation Fund General Ledger



As at 30 June 2022

Transaction Date	Description	Units	Debit	Credit	Balance \$
Life Insurance Premiums (39000)					
<u>(Life Insurance Premiums) Stevens, Peter - Accumulation (STEPET00001A)</u>					
29/10/2021	AIA AUSTRALIA . 65952078 01/11/21 13		4,583.06		4,583.06 DR
21/04/2022	AIA AUSTRALIA LT 65952078 50			3,321.58	1,261.48 DR
			4,583.06	3,321.58	1,261.48 DR
<u>(Life Insurance Premiums) Stevens, Tanya - Accumulation (STETAN00001A)</u>					
29/07/2021	AIA AUSTRALIA . 65952121 04/08/21 13		1,922.96		1,922.96 DR
			1,922.96		1,922.96 DR
Total Debits:			6,506.02		
Total Credits:				3,321.58	

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P&T STEVENS SMSF PTY LTD ATF P&T STEVENS
SUPERANNUA
23 RIVERVIEW RD
NERANG QLD 4211

21 April 2022

Dear PETER,

Activation of Waiver of Premium benefit

Re: Policy Number: 65952078
Life Insured: PETER STEVENS
Policy Owner: P&T STEVENS SMSF PTY LTD ATF P&T STEVENS SUPERANNUA

We're writing to you in relation to your Waiver of Premium benefit following the acceptance of your claim with AIA Australia. We are pleased to confirm your Waiver of Premium has been activated from 11/10/2021.

While you are on claim, we will waive the premiums for the benefit(s) below. The premium waiver will cover the premiums of these benefit(s) until your claims ceases. The benefit(s) which are eligible for Waiver of Premium are outlined in the table below:

Benefit Name	Maximum Benefit Period
INCOME PROTECT.	11/10/2026

Please note that when your Waiver of Premium benefit ceases, billing will resume on the above listed benefit(s). You will receive notification from AIA prior to premium billing recommencing including any changes to premiums. Any other benefits that are not listed above, premiums will continue to be payable in line with your policy terms.

To find out more about the Waiver of Premium benefit, including when it ceases to be payable, please refer to your Product Disclosure Statement (PDS).

Please keep a record of this correspondence with your Policy Document for future reference.

You'll be receiving a refund

As a result of your claim being accepted, you are entitled to a refund of \$3,321.58 for the period of 11/10/2021 to 01/11/2022, which represents premiums paid covered by the Waiver of Premium benefit. This refund amount will be processed to your nominated account. Please allow **7 business days** for the funds to appear.

Please contact your tax agent should you have any questions in relation to this refund and any potential tax implications.

We're here to help

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If you have any questions about this letter, please contact us on 1800 333 613 between 8am-6pm (AEST/AEDT) Monday to Friday, or you can email us at au.customer@aia.com.

Alternatively, please reach out to your financial adviser if you wish to discuss this further or require advice.

Kind regards,

AIA Australia

CC:INFOCUS: TOM GRAHAM



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AIA Australia Limited
(ABN 79 004 837 861 AFSL 230043)

PO Box 6111
Melbourne VIC 3004
Phone : 1800 333 613
Fax : 1800 832 266

AIA.COM.AU

20 January 2022

Certificate of Currency

A summary of your current active benefits is contained below.

Any questions? Call 1800 333 613

Dear Policyholder,

Product: TERM LIFE (SUP)
Policy Number: 65952121
Policy Owner: P&T STEVENS PTY LTD ATF P&T
Commence Date: 04/08/2017

Life Insured: STEVENS, MRS TANYA
Date Paid to: 04/08/2022

Please keep this with your policy documents which provide a full description of the terms and conditions of your insurance policy.

Summary of Policy Benefits

Benefits	Sum Insured \$	Current Premium \$	Stamp Duty \$	Total Premium \$
PP16, SUPERANNUATION LIFE COVER, STEPPED, EXPIRY AGE 100	380,404.80	524.96		524.96
PP16, Super Tot&Perm Dis, Any Occ, Stepped, Expiry age 65	380,404.80	1,312.40		1,312.40

Policy Fee: \$85.60

Total Annual Premium \$1,922.96

This document is provided for information purposes only and is current as of the date of issue. The document serves as a summary only and does not provide any details or create additional rights or entitlements under the policy.

Should you have any enquiries concerning your policy, please do not hesitate to contact our office on 1800 333 613.

Signature:

Pina Sciarrone

Chief Retail Insurance Officer

POSTED