

**PJM Meyer SMSF**

**Contributions Breakdown Report**

For The Period 01 July 2022 - 30 June 2023



**Summary**

Member	D.O.B	Age (at 30/06/2022)	Total Super Balance (at 30/06/2022) *1	Concessional	Non-Concessional	Other	Reserves	Total
Meyer, Megan	19/01/1969	53	129,159.03	7,804.38	0.00	0.00	0.00	7,804.38
Meyer, Paul Jeffrey	15/01/1969	53	858,104.56	28,900.74	0.00	0.00	0.00	28,900.74
<b>All Members</b>				<b>36,705.12</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36,705.12</b>

\*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
Meyer, Megan	Concessional	7,804.38	117,656.65	109,852.27 Below Cap
	(5 year carry forward cap available)			
	Non-Concessional	0.00	110,000.00	110,000.00 Below Cap
Meyer, Paul Jeffrey	Concessional	28,900.74	27,500.00	1,400.74 Over Cap
	Non-Concessional	0.00	110,000.00	110,000.00 Below Cap

**Carry Forward Unused Concessional Contribution Cap**

Member	2018	2019	2020	2021	2022	2023	Current Position
Meyer, Megan							
Concessional Contribution Cap	25,000.00	25,000.00	25,000.00	25,000.00	27,500.00	27,500.00	
Concessional Contribution	0.00	0.00	0.00	5,317.58	7,025.77	7,804.38	
Unused Concessional Contribution	0.00	25,000.00	25,000.00	19,682.42	20,474.23	19,695.62	
Cumulative Carry Forward Unused	N/A	0.00	25,000.00	50,000.00	69,682.42	90,156.65	
Maximum Cap Available	25,000.00	25,000.00	50,000.00	75,000.00	97,182.42	117,656.65	109,852.27 Below Cap
Total Super Balance	0.00	0.00	0.00	0.00	90,163.74	129,159.03	
Meyer, Paul Jeffrey							
Concessional Contribution Cap	25,000.00	25,000.00	25,000.00	25,000.00	27,500.00	27,500.00	
Concessional Contribution	0.00	17,497.68	24,993.75	12,401.95	27,500.00	28,900.74	
Unused Concessional Contribution	0.00	7,502.32	6.25	12,598.05	0.00	0.00	
Cumulative Carry Forward Unused	N/A	0.00	7,502.32	7,508.57	0.00	0.00	
Maximum Cap Available	25,000.00	25,000.00	32,502.32	32,508.57	27,500.00	27,500.00	1,400.74 Over Cap
Total Super Balance	0.00	0.00	0.00	0.00	626,963.89	858,104.56	

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# NCC Bring Forward Caps

Member	Bring Forward Cap		2020	2021	2022	2023	Total	Current Position	
Meyer, Megan	N/A		0.00	0.00	0.00	0.00	N/A	Bring Forward Not Triggered	
Meyer, Paul Jeffrey	N/A		0.00	0.00	0.00	0.00	N/A	Bring Forward Not Triggered	
<b>Meyer, Megan</b>									
Date	Transaction Description	Contribution Type	Ledger Data		Contribution	Employer	SuperStream Data		
			Concessional	Non-Concession	Other	Reserves	Concessional	Non-Concess	Other
21/07/2022	SuperChoice P/L PC140722-162048974 50	Employer	701.35					701.35	
26/08/2022	SuperChoice P/L PC190822-175937529 50	Employer	583.16					583.16	
28/09/2022	SuperChoice P/L PC210922-157346976 50	Employer	728.95						
29/09/2022									
21/10/2022	SuperChoice P/L PC171022-197164891 50	Employer	583.16						
19/12/2022	SuperChoice P/L PC131222-192568482 50	Employer	583.16						
29/12/2022	SuperChoice P/L PC211222-193573478 50	Employer	723.56						
30/01/2023	SuperChoice P/L PC230123-199217821 50	Employer	878.27						
28/02/2023	SuperChoice P/L PC210223-116192762 50	Employer	671.20						
30/03/2023	SuperChoice P/L PC240323-157357235 50	Employer	723.56						
04/05/2023	SuperChoice P/L PC270423-191657998 50	Employer	904.45						
23/06/2023	SuperChoice P/L	Employer	723.56						

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103999696 50

Pty Ltd

Total - Meyer, Megan

**7,804.38**      **0.00**      **0.00**      **0.00**

**7,804.38**      **0.00**      **0.00**

**Meyer, Paul Jeffrey**

Date	Transaction Description	Ledger Data				SuperStream Data					
		Contribution Type	Concessional	Non-Concession	Other	Reserves	Contribution	Employer	Concessional	Non-Concess	Other
13/07/2022	SuperChoice P/L PC070722-	Employer	957.59				Employer	SW CruiseCo Pty Ltd ABN 12 629 158 005	957.59		
19/07/2022	169451055 50 SuperChoice P/L PC180722-	Employer	3,455.00				Employer	FOXTEL MANAGEMENT PTY LIMITED	3,455.00		
24/08/2022	162302222 50 SuperChoice P/L PC230822-	Employer	2,121.30				Employer	FOXTEL MANAGEMENT PTY LIMITED	2,121.30		
20/09/2022	176209380 50 SuperChoice P/L PC190922-	Employer	4,064.83				Employer	FOXTEL MANAGEMENT PTY LIMITED	4,064.83		
17/10/2022	150933366 50 SuperChoice P/L PC101022-	Employer	883.00				Employer	Sea World Cruises (SW CruiseCo Pty Ltd - ABN 12 629 158 005) part of The Tour Collective group	883.00		
18/10/2022	SuperChoice P/L PC171022-	Employer	3,285.00				Employer	FOXTEL MANAGEMENT PTY LIMITED	3,285.00		
19/10/2022	197166403 50 SuperChoice P/L PC131022-	Employer	168.35				Employer	Sea World Cruises (SW CruiseCo Pty Ltd - ABN 12 629 158 005) part of The Tour Collective group	168.35		
18/11/2022	SuperChoice P/L PC141122-	Employer	3,285.00				Employer	FOXTEL MANAGEMENT PTY LIMITED	3,285.00		
19/12/2022	192050413 50 SuperChoice P/L PC161222-	Employer	3,195.75				Employer	Sea World Cruises (SW CruiseCo Pty Ltd - ABN 12 629 158 005) part of The Tour Collective group	3,195.75		
12/01/2023	193105160 50 SuperChoice P/L	Employer	769.76				Employer	Sea World Cruises ABN 12	769.76		

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EFFECTIVE MANAGEMENT PTY LTD  
PO Box 1404 Paradise Point 4216  
PH : 07 5679 1323  
EMAIL : effectivemgt@optusnet.com.au  
Licensee : # ABN 65109244304

**STATEMENT  
(TAX INVOICE)**

PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 1  
CODE : [ MEYER ]  
PERIOD END : 01/07/2022  
ABN : 20160465035

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	DEBIT -	CREDIT +
		Balance Brought Forward
		\$0.00
<b>Income</b>		
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>	
42 Outrigger Circuit, \$720.00 - WEEKLY		
Rochelle Prosper RENT RECEIVED	02/07/22 to 29/07/22	\$2,880.00
		Total Income
		\$2,880.00
<b>Sundry Credits</b>		
		Total Sundry Credits
		\$0.00
<b>Expenses</b>		
		Total Expenses
		\$0.00
<b>Agent Fees</b>		
01/07/22	Management Fee	\$187.20
01/07/22	Administration Fee	\$5.45
01/07/22	10%gst On Agent Fees	\$19.27
		Total Fees
		\$211.92
<b>Disbursed to Owner</b>		
01/07/22	TRANSFR616 TRAN 182-512 9682xxxx	\$2,668.08
		Total to Owner
		\$2,668.08
<b>TOTALS</b>		<b>\$2,880.00</b>
<b>CLOSING BALANCE</b>		<b>\$2,880.00</b>
		<b>\$0.00</b>

**Notes & Messages**

(\* Taxable supply / # Indicates ALL GST)

(Email as PDF)

**Global Notes**

We strongly recommend that all owners obtain landlord protection insurance cover to protect against typical risks to which owners may be exposed. Should you require any further information, or assistance in obtaining landlord protection insurance, please feel free to contact us.

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CODE : [ MEYER ]  
PERIOD END : 01/08/2022  
ABN : 20160465035

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	DEBIT -	CREDIT +
		Balance Brought Forward \$0.00
<b>Income</b>		
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>	
42 Outrigger Circuit, \$720.00 - WEEKLY		
Rochelle Prosper RENT RECEIVED	30/07/22 to 26/08/22	\$2,880.00
	<b>Total Income</b>	<b>\$2,880.00</b>
<b>Sundry Credits</b>		
	<b>Total Sundry Credits</b>	<b>\$0.00</b>
<b>Expenses</b>		
27/07/22 #21655340410000 26/07/ Body Corporate for Central & M Prp:42OUTRIGGER Strata		\$1,072.83
01/08/22 #40203547 01/08/22 Gold Coast City Council Prp:42OUTRIGGER Council Rates		\$1,124.30
	<b>Total Expenses</b>	<b>\$2,197.13</b>
<b>Agent Fees</b>		
01/08/22 Management Fee		\$187.20
01/08/22 Administration Fee		\$5.45
01/08/22 10%gst On Agent Fees		\$19.27
	<b>Total Fees</b>	<b>\$211.92</b>
<b>Disbursed to Owner</b>		
01/08/22 TRANSFR626 TRAN 182-512 9682xxxx		\$470.95
	<b>Total to Owner</b>	<b>\$470.95</b>
<b>TOTALS</b>		<b>\$2,880.00</b>
<b>CLOSING BALANCE</b>		<b>\$0.00</b>

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Page 2 of 2  
CODE : [ MEYER ]  
**PERIOD END : 01/08/2022**  
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**DEBIT -                      CREDIT +**

**Notes & Messages**

( \* Taxable supply / # Indicates ALL GST)

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Global Notes

We strongly recommend that all owners obtain landlord protection insurance cover to protect against typical risks to which owners may be exposed. Should you require any further information, or assistance in obtaining landlord protection insurance, please feel free to contact us.





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20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 1  
CODE : [ MEYER ]  
PERIOD END : 01/09/2022  
ABN : 20160465035

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	DEBIT -	CREDIT +
Balance Brought Forward		\$0.00
<b>Income</b>		
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>	
42 Outrigger Circuit, \$720.00 - WEEKLY		
Rochelle Prosper RENT RECEIVED	27/08/22 to 07/10/22	\$4,320.00
Total Income		\$4,320.00
<b>Sundry Credits</b>		
Total Sundry Credits		\$0.00
<b>Expenses</b>		
29/08/22 #40203549	GCCC Water	
Prp:42OUTRIGGER	Water Rates	\$290.52
Total Expenses		\$290.52
<b>Agent Fees</b>		
01/09/22	Management Fee	\$280.80
01/09/22	Administration Fee	\$5.45
01/09/22	10%gst On Agent Fees	\$28.63
Total Fees		\$314.88
<b>Disbursed to Owner</b>		
01/09/22 TRANSFR637	TRAN 182-512 9682xxxx	\$3,714.60
Total to Owner		\$3,714.60
<b>TOTALS</b>		<b>\$4,320.00</b>
<b>CLOSING BALANCE</b>		<b>\$4,320.00</b>
		<b>\$0.00</b>

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PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 1  
CODE : [ MEYER ]  
PERIOD END : 03/10/2022  
ABN : 20160465035

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	DEBIT -	CREDIT +	
		Balance Brought Forward	\$0.00
<b>Income</b>			
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>		
42 Outrigger Circuit, \$720.00 - WEEKLY			
Rochelle Prosper	RENT RECEIVED	08/10/22 to 21/10/22	\$1,440.00
	Item.2 WATER USAGE		\$98.60
		<b>Total Income</b>	<b>\$1,538.60</b>
<b>Sundry Credits</b>			
		<b>Total Sundry Credits</b>	<b>\$0.00</b>
<b>Expenses</b>			
		<b>Total Expenses</b>	<b>\$0.00</b>
<b>Agent Fees</b>			
03/10/22	Management Fee		\$93.60
03/10/22	Administration Fee		\$5.45
03/10/22	10%gst On Agent Fees		\$9.91
		<b>Total Fees</b>	<b>\$108.96</b>
<b>Disbursed to Owner</b>			
03/10/22	TRANSFR657	TRAN 182-512 9682xxxx	\$1,429.64
		<b>Total to Owner</b>	<b>\$1,429.64</b>
<b>TOTALS</b>		<b>\$1,538.60</b>	<b>\$1,538.60</b>
<b>CLOSING BALANCE</b>			<b>\$0.00</b>

**Notes & Messages**

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PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

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CODE : [ MEYER ]

PERIOD END : 01/11/2022

ABN : 20160465035

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	DEBIT -	CREDIT +	
		Balance Brought Forward	\$0.00
<b>Income</b>			
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>		
42 Outrigger Circuit, \$720.00 - WEEKLY			
Rochelle Prosper	RENT RECEIVED	22/10/22 to 25/11/22	\$3,600.00
		<b>Total Income</b>	<b>\$3,600.00</b>
<b>Sundry Credits</b>			
		<b>Total Sundry Credits</b>	<b>\$0.00</b>
<b>Expenses</b>			
27/10/22 #2170 Rehang Drs	27/10/2 All Class Property Maintenan	GST: \$17.50	
Pp:42OUTRIGGER	General Repairs		\$192.50
		<b>Total Expenses</b>	<b>\$192.50</b>
<b>Agent Fees</b>			
01/11/22	Management Fee		\$234.00
01/11/22	Administration Fee		\$5.45
01/11/22	10%gst On Agent Fees		\$23.95
		<b>Total Fees</b>	<b>\$263.40</b>
<b>Disbursed to Owner</b>			
01/11/22	TRANSFR671	TRAN 182-512 9682xxxx	\$3,144.10
		<b>Total to Owner</b>	<b>\$3,144.10</b>
<b>TOTALS</b>		<b>\$3,600.00</b>	<b>\$3,600.00</b>
<b>CLOSING BALANCE</b>			<b>\$0.00</b>

#### Notes & Messages

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20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 1  
CODE : [ MEYER ]  
PERIOD END : 01/12/2022  
ABN : 20160465035

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		DEBIT -	CREDIT +
		Balance Brought Forward	\$0.00
<b>Income</b>			
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>		
42 Outrigger Circuit, \$720.00 - WEEKLY			
Rochelle Prosper	RENT RECEIVED	26/11/22 to 16/12/22	\$2,160.00
		Total Income	\$2,160.00
<b>Sundry Credits</b>			
		Total Sundry Credits	\$0.00
<b>Expenses</b>			
30/11/22	#40203549	GCCC Water	
	Prp:42OUTRIGGER	Water Rates	\$318.24
		Total Expenses	\$318.24
<b>Agent Fees</b>			
01/12/22		Management Fee	\$140.40
01/12/22		Administration Fee	\$5.45
01/12/22		10%gst On Agent Fees	\$14.59
		Total Fees	\$160.44
<b>Disbursed to Owner</b>			
01/12/22	TRANSFR678	TRAN 182-512 9682xxxx	\$1,681.32
		Total to Owner	\$1,681.32
		<b>TOTALS</b>	<b>\$2,160.00</b>
		<b>CLOSING BALANCE</b>	<b>\$0.00</b>

**Notes & Messages**

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PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 1  
CODE : [ MEYER ]  
PERIOD END : 02/01/2023  
ABN : 20160465035

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		DEBIT -	CREDIT +
		Balance Brought Forward	\$0.00
<b>Income</b>			
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>		
<b>42 Outrigger Circuit, \$720.00 - WEEKLY</b>			
Rochelle Prosper	RENT RECEIVED	17/12/22 to 13/01/23	\$2,880.00
	Item.2 WATER USAGE		\$53.78
		<b>Total Income</b>	<b>\$2,933.78</b>
<b>Sundry Credits</b>			
		<b>Total Sundry Credits</b>	<b>\$0.00</b>
<b>Expenses</b>			
28/12/22	#10000000848	15/12/22	Body Corporate for Central & GST: \$105.44
	Prp:42OUTRIGGER		Strata
			\$1,159.86
		<b>Total Expenses</b>	<b>\$1,159.86</b>
<b>Agent Fees</b>			
02/01/23		Management Fee	\$187.20
02/01/23		Administration Fee	\$5.45
02/01/23		10%gst On Agent Fees	\$19.27
		<b>Total Fees</b>	<b>\$211.92</b>
<b>Disbursed to Owner</b>			
02/01/23	TRANSFR688	TRAN 182-512 9682xxxx	\$1,562.00
		<b>Total to Owner</b>	<b>\$1,562.00</b>
		<b>TOTALS</b>	<b>\$2,933.78</b>
		<b>CLOSING BALANCE</b>	<b>\$2,933.78</b>
			<b>\$0.00</b>

**Notes & Messages**

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**STATEMENT  
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PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

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CODE : [ MEYER ]  
PERIOD END : 01/02/2023  
ABN : 20160465035

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	DEBIT -	CREDIT +
		Balance Brought Forward \$0.00
<b>Income</b>		
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>	
42 Outrigger Circuit, \$720.00 - WEEKLY		
Rochelle Prosper RENT RECEIVED	14/01/23 to 24/02/23	\$4,320.00
	Total Income	\$4,320.00
<b>Sundry Credits</b>		
	Total Sundry Credits	\$0.00
<b>Expenses</b>		
29/01/23 #40203547 20/01/23	Gold Coast City Council	
Prp:42OUTRIGGER	Council Rates	\$1,124.30
	Total Expenses	\$1,124.30
<b>Agent Fees</b>		
01/02/23	Management Fee	\$280.80
01/02/23	Administration Fee	\$5.45
01/02/23	10%gst On Agent Fees	\$28.63
	Total Fees	\$314.88
<b>Disbursed to Owner</b>		
01/02/23 TRANSFR706	TRAN 182-512 9682xxxx	\$2,880.82
	Total to Owner	\$2,880.82
	<b>TOTALS</b>	<b>\$4,320.00</b>
	<b>CLOSING BALANCE</b>	<b>\$4,320.00</b>
		<b>\$0.00</b>

**Notes & Messages**

(\* Taxable supply / # Indicates ALL GST)

(Email as PDF)

Global Notes

We strongly recommend that all owners obtain landlord protection insurance cover to protect against typical risks to which owners may be exposed. Should you require any further information, or assistance in obtaining landlord protection insurance, please feel free to contact us.



**EFFECTIVE**  
PROPERTY MANAGEMENT  
WE APPRECIATE YOUR ASSET

3-11

EFFECTIVE MANAGEMENT PTY LTD  
PO Box 1404 Paradise Point 4216  
PH : 07 5679 1323  
EMAIL : effectivemgt@optusnet.com.au  
Licensee : # ABN 65109244304

**STATEMENT  
(TAX INVOICE)**

PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 1 of 2  
CODE : [ MEYER ]  
PERIOD END : 01/03/2023  
ABN : 20160465035

Printed 01/03/2023 at 10:18:58 AM

	DEBIT -	CREDIT +
		<b>Balance Brought Forward</b>
		<b>\$0.00</b>
<b>Income</b>		
<b>Property &amp; Description</b>	<b>Paid From &amp; To</b>	
<b>42 Outrigger Circuit, \$720.00 - WEEKLY</b>		
Rochelle Prosper	RENT RECEIVED	25/02/23 to 17/03/23
	Item.2 WATER USAGE	
		\$2,160.00
		\$62.75
		<b>Total Income</b>
		<b>\$2,222.75</b>
<b>Sundry Credits</b>		
		<b>Total Sundry Credits</b>
		<b>\$0.00</b>
<b>Expenses</b>		
09/02/23 #136612 Fan Inst	09/02/23 Alternate Energy GST: \$45.00	
Prp:42OUTRIGGER	Electrical	\$495.00
21/02/23 #40203549	14/02/23 GCCC Water	
Prp:42OUTRIGGER	Water Rates	\$295.26
		<b>Total Expenses</b>
		<b>\$790.26</b>
<b>Agent Fees</b>		
01/03/23	Management Fee	\$140.40
01/03/23	Administration Fee	\$5.45
01/03/23	10%gst On Agent Fees	\$14.59
		<b>Total Fees</b>
		<b>\$160.44</b>
<b>Disbursed to Owner</b>		
01/03/23	TRANSFR721 TRAN 182-512 9682xxxx	\$1,272.05
		<b>Total to Owner</b>
		<b>\$1,272.05</b>
<b>TOTALS</b>		<b>\$2,222.75</b>
<b>CLOSING BALANCE</b>		<b>\$2,222.75</b>
		<b>\$0.00</b>



**EFFECTIVE**  
PROPERTY MANAGEMENT  
WE APPRECIATE YOUR ASSET

3-12

EFFECTIVE MANAGEMENT PTY LTD

PO Box 1404 Paradise Point 4216

PH : 07 5679 1323

EMAIL : [effectivemgt@optusnet.com.au](mailto:effectivemgt@optusnet.com.au)

Licensee : # ABN 65109244304

**STATEMENT  
(TAX INVOICE)**

PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

Page 2 of 2

CODE : [ MEYER ]

**PERIOD END : 01/03/2023**

ABN : 20160465035

Printed 01/03/2023 at 10:18:58 AM

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**DEBIT -                      CREDIT +**

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**Notes & Messages**

( \* Taxable supply / # Indicates ALL GST)

(Email as PDF)

Global Notes

We strongly recommend that all owners obtain landlord protection insurance cover to protect against typical risks to which owners may be exposed. Should you require any further information, or assistance in obtaining landlord protection insurance, please feel free to contact us.



3-13

# Effective Management Pty Ltd

Paul Myer  
PJM Myer SMSF Pty Ltd  
20 Promenade Cct  
Hope Island QLD 4212

16 Cova Blvd  
Hope Island QLD 4212  
(w) 07 5510 8885  
www.yuanproperty.com.au  
admin@yuanproperty.com.au  
ABN: 65 109 244 304  
Licence: 4470559

## Tax Invoice

Account OWN00170  
Statement #1  
3 Apr 2023

Money In	\$2,160.00
Money Out	\$955.76
<b>You Received</b>	<b>\$1,876.04</b>

### Details for Account OWN00170

	Money Out	Money In
Balance brought forward		\$671.80
<b>42 Outrigger Cct, Hope Island QLD 4212</b>		
Rented for \$720.00 per week		
Rochelle Prosper paid to 7/04/2023		
Rent paid to 24/03/2023 (previously paid to 17/03/2023)		\$720.00
Rent paid to 31/03/2023 (previously paid to 24/03/2023)		\$720.00
Rent paid to 7/04/2023 (previously paid to 31/03/2023)		\$720.00
Canal Licence Levy - GC Waterways Levy - Body Corporate for Central & Marina *	\$793.62	
Management Fee *	\$154.44	
Total	\$948.06	\$2,160.00

### Account Transactions

Statement Fee *	\$7.70	
Withdrawal by EFT to owner Paul Myer - PJM Myer SMSF Pty Ltd [EFT Transfer to: Paul Myer - PJM Myer SMSF Pty Ltd, (182512) - ***730]	\$1,876.04	
Balance remaining		\$0.00

### GST Summary

Total Tax on attached expenses	\$72.15
Total Tax on agency fees	\$14.74
(* includes Tax)	

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# Effective Management Pty Ltd

16 Cova Blvd  
Hope Island QLD 4212  
(w) 07 5510 8885  
www.yuanproperty.com.au  
admin@yuanproperty.com.au  
ABN: 65 109 244 304  
Licence: 4470559

Paul Myer  
PJM Myer SMSF Pty Ltd  
20 Promenade Cct  
Hope Island QLD 4212

**Tax Invoice**  
Account OWN00170  
Statement #1  
3 Apr 2023

Money In	\$2,160.00
Money Out	\$955.76
<b>You Received</b>	<b>\$1,876.04</b>

### Details for Account OWN00170

Balance brought forward

### 42 Outrigger Cct, Hope Island QLD 4212

Rented for \$720.00 per week  
Rochelle Prosper paid to 7/04/2023

Rent paid to 24/03/2023 (previously paid to 17/03/2023)  
Rent paid to 31/03/2023 (previously paid to 24/03/2023)  
Rent paid to 7/04/2023 (previously paid to 31/03/2023)  
Canal Licence Levy - GC Waterways Levy - Body Corporate for Central & Marina \*  
Management Fee \*

Total

Money Out Money In  
③ \$671.80

*SMSF*  
*\$1997.86*

① \$793.62  
② \$154.44  
\$720.00  
\$720.00  
\$720.00

\$948.06      \$2,160.00

### Account Transactions

Statement Fee \*  
Withdrawal by EFT to owner Paul Myer - PJM Myer SMSF Pty Ltd  
[EFT Transfer to: Paul Myer - PJM Myer SMSF Pty Ltd. (182512) - \*\*\*730]

\$7.70  
① \$1,876.04

Balance remaining

\$0.00

### GST Summary

Total Tax on attached expenses      \$72.15  
Total Tax on agency fees      \$14.74  
(\* includes Tax)

	A	B	C	D
1	Statement	Investment		
2			Start	0.00
3	1	671.8	Transfer from Marina	671.80
4				671.80
5	1	720	Rent Income 24/3 (prev paid 17/3)	1391.80
6	1	720	Rent Income 31/3 (prev paid to 24/3)	2111.80
7	1	720	Rent Income 7/4 (prev paid 31/3)	2831.80
8	1	-154.44	Management Fee for 3 x Rent above	2677.36
9				2677.36
10				2677.36
11	1	-793.62	Payment Marina Levies	1883.74
12	1	-1876.04	Payment to SMSF	7.70
13				7.70
14	1	-7.7	Statement Fee	0.00
15				0.00
16	2	1876.04	Reversal from SMSF	1876.04
17	2	793.62	Reversal Marina Levies	2669.66
18	2	-671.8	Reversal Marina Balance	1997.86
19				1997.86
20	2	1440	Rent Income	3437.86
21	2	720	Rent Income	4157.86
22	2	720	Rent Income	4877.86
23	2	720	Rent Income	5597.86
24	2	-1159.86	Strata	4438.00
25	2	-432	Landlord	4006.00
26	2	-257.4	Management Fee for 4 x rent above	3748.60
27	2	-7.7	Statement Fee	3740.90
28				3740.90
29	2	-3740.9	Payment to SMSF	0.00
30				0.00

Incorrect Payment.

New managers combined Marina (Balance) and Propriety income into one statement (pool of funds) and incorrectly deducted Marina Canal levy and Waterways levy from SMSF Paul & Megan Myer.

They were told to keep SMSF Property and Personal Marina separate but didn't.

We reversed the payment of \$1876.04 and asked for them to correct the next month. So see the APR23 folder for the correction

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# Yuan Property Australia Pty Ltd

16 Cova Blvd  
Hope Island QLD 4212  
(w) 07 5510 8885  
www.yuanproperty.com.au  
admin@yuanproperty.com.au  
ABN: 15 828 898 677  
Licence: 4470559

Paul Myer  
PJM Myer SMSF Pty Ltd  
20 Promenade Cct  
Hope Island QLD 4212

**Tax Invoice**  
Account OWN00170  
Statement #2  
1 May 2023

Money In	\$6,269.66
Money Out	\$2,528.76
<b>You Received</b>	<b>\$3,740.90</b>

### Details for Account OWN00170

Balance brought forward

### 42 Outrigger Cct, Hope Island QLD 4212

Rented for \$720.00 per week  
Rochelle Prosper paid to 12/05/2023

- Rent paid to 21/04/2023 (previously paid to 7/04/2023)
- Rent paid to 28/04/2023 (previously paid to 21/04/2023)
- Rent paid to 5/05/2023 (previously paid to 28/04/2023)
- Rent paid to 12/05/2023 (previously paid to 5/05/2023)
- BC Contribution - Admin Fund/Insurance - Body Corporate for Central & Marina \*
- Landlord Insurance 02.06.2023 - 02.06.2024 - EBM Insurance Brokers \*
- Management Fee \*

Total

Money Out	Money In
	\$0.00
	\$1,440.00
	\$720.00
	\$720.00
	\$720.00
\$1,159.86	
\$432.00	
\$257.40	
\$1,849.26	\$3,600.00

### Account Transactions

- Transfer \$793.62 to 42OC for reimbursement of paid M49 Levy Notice \*
- Paul Myer - paid out in error \*
- Opening balance Funds belong to M49 - not 42OC transfer - Paul Meyer
- Statement Fee \*
- Withdrawal by EFT to owner Paul Myer - PJM Myer SMSF Pty Ltd
- [EFT Transfer to: Paul Myer - PJM Myer SMSF Pty Ltd. (182512) - \*\*\*730]

\$671.80	① \$793.62
\$7.70	② \$1,876.04
\$3,740.90	

Balance remaining

\$0.00

### GST Summary

Total Tax on income	\$242.70
Total Tax on attached expenses	\$144.71
Total Tax on agency fees	\$24.10

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# Yuan Property Australia Pty Ltd

16 Cova Blvd  
 Hope Island QLD 4212  
 (w) 07 5510 8885  
 www.yuanproperty.com.au  
 admin@yuanproperty.com.au  
 ABN: 15 828 898 677  
 Licence: 4470559

Paul Myer  
 PJM Myer SMSF Pty Ltd  
 20 Promenade Cct  
 Hope Island QLD 4212

## Tax Invoice

Account OWN00170  
 Statement #3  
 1 Jun 2023

Money In	\$3,780.00
Money Out	\$657.73
<b>You Received</b>	<b>\$3,122.27</b>

### Details for Account OWN00170

	Money Out	Money In
Balance brought forward		\$0.00
<b>42 Outrigger Cct, Hope Island QLD 4212</b>		
<b>Rented for \$780.00 per week</b>		
<b>Rochelle Prosper paid to 16/06/2023</b>		
Rent paid to 19/05/2023 (previously paid to 12/05/2023)		\$720.00
Rent paid to 26/05/2023 (previously paid to 19/05/2023)		\$720.00
Rent paid to 2/06/2023 (previously paid to 26/05/2023) , rent increased to \$780.00 on 27/05/2023		\$780.00
Rent paid to 9/06/2023 (previously paid to 2/06/2023)		\$780.00
Rent paid to 16/06/2023 (previously paid to 9/06/2023)		\$780.00
GC Water 27.1.23 - 2.5.23 - Water - Gold Coast City Council	\$313.76	
Smoke alarm service - Express Electrical & Airconditioning *	\$66.00	
Management Fee *	\$270.27	
<b>Total</b>	<b>\$650.03</b>	<b>\$3,780.00</b>

### Account Transactions

Statement Fee *		\$7.70
Withdrawal by EFT to owner Paul Myer - PJM Myer SMSF Pty Ltd [EFT Transfer to: Paul Myer - PJM Myer SMSF Pty Ltd, (182512) - ***730]		\$3,122.27
<b>Balance remaining</b>		<b>\$0.00</b>

### GST Summary

Total Tax on attached expenses	\$6.00
Total Tax on agency fees	\$25.27
(* includes Tax)	

# General tenancy agreement (Form 18a)

Residential Tenancies and Rooming Accommodation Act 2008



## Part 1 Tenancy details

**Item 1** 1.1 Lessor  
Name/trading name **PJM Meyer SMSF Pty Ltd**

Address

**C/- Effective Management, PO Box 1404 Paradise Point QLD** Postcode **4216**

1.2 Phone Mobile Email  
**0422 627 272** **0422 627 272** **effectivemgt@optusnet.com.au**

**Item 2** 2.1 Tenant/s  
Tenant 1 Full name/s **Rochelle Prosper**  
Phone Email

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 **Effective Management Pty Ltd T/as Effective Management**

Address

**16 Cova Boulevard, Hope Island QLD** Postcode **4212**

3.2 Phone Mobile Email  
**0422 627 272** **0422 627 272** **effectivemgt@optusnet.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  Facsimile Yes  No

4.3 Agent  
Email Yes  No  Facsimile Yes  No

**Item 5** 5.1 Address of the rental premises  
**42 Outrigger Circuit**  
**Hope Island QLD** Postcode **4212**

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

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

6.2 Starting on **28 / 05 / 2022** 6.3 Ending on **26 / 05 / 2023**

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



General tenancy agreement (Form 18a)  
Residential Tenancies and Rooming Accommodation Act 2008

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Item 7 Rent \$ **720.00** per  week  fortnight  month See clause 8(1)

Item 8 Rent must be paid on the **Saturday** 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)  
**Direct Deposit / Cheque / Cash**  
Details for direct credit  
BSB no. **0 3 4 2 9 2** Bank/building society/credit union **Westpac**  
Account no. **2 1 4 3 0 4** Account name **Effective Management Pty Ltd**  
Payment reference **420CPROSPER**

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

Item 11 Rental bond amount \$ **2,720.00** See clause 13

Item 12 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  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 the electricity supplier**  
Gas **As account holder, direct to the gas supplier**  
Phone **As account holder, direct to the service provider**  
Any other service stated in item 12.1   
See special terms (page 8)

Item 15 Number of persons allowed to reside at the premises **2** See clause 23

Item 16 16.1 Are there any body corporate by-laws applicable to the occupation of the premises by a tenant? See clause 22  Yes  No  
16.2 Has the tenant been given a copy of the relevant by-laws See clause 22  Yes  No

Item 17 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  Number  Type  Number

Item 18 Nominated repairers Insert name and telephone number for each. See clause 31  
Electrical repairs **Contact Onsite Manager** Phone **0411 576 679**  
Plumbing repairs **Contact Onsite Manager** Phone **0411 576 679**  
Other **Contact Onsite Manager** Phone **0411 576 679**



**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 Addendum A (Item A1)

[Empty box for special terms]

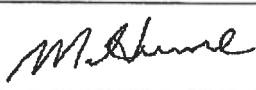
The tenant/s must receive a copy of the information statement (Form 17a) and a copy of any applicable by-laws if copies have not previously been given to the tenant/s. Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.

**Signature of lessor/agent**

Name/trading name

Effective Management Pty Ltd T/as Effective Management and Sales

Signature



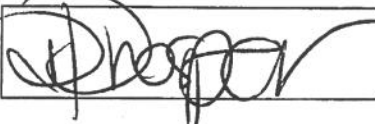
Date 11 / 15 / 2022

**Signature of tenant 1**

Print name

Rochelle Prosper

Signature



Date 11 / 15 / 2022

**Signature of tenant 2**

Print name

[Empty box]

Signature

[Empty box]

Date / /

**Signature of tenant 3**

Print name

[Empty box]

Signature

[Empty box]

Date / /

# Addendum A

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## A1. Special Terms

1. The tenant agrees that this Annexure A and Tenancy Key Points form part of the tenancy Agreement.
2. Current Pool Safety Certificate Number PSC0082472 Expires 05/01/2023.
3. The tenant acknowledges that smoking is strictly prohibited within the dwelling.
4. The tenant accepts full responsibility for any animal that the tenant brings or allows upon the rented premises with or without consent of the lessor/agent. The tenant will solely be liable for all loss, damage or injury suffered by any person who is attacked by any such animal but if any action is brought against the lessor by any person despite the tenant being responsible as foresaid, the tenant will indemnify and hold harmless the Lessor from any claim, action, suit or demand brought against it/them by any person injured by such animal. Further to this the tenant will solely be liable for all loss or damage caused to property by any such animal, including damage to carpets, window coverings, lawns and gardens and the building.
5. The tenant acknowledges that he/she has viewed a copy of the swimming pool safety certificate in the Manager's office.
6. If any payment paid by the tenants is dishonoured, a \$55.00 dishonour fee will apply.
7. The tenant acknowledges that he/she has received a copy of the Form 1a Entry Condition Report. The tenant further acknowledges that it is his/her responsibility to complete and return the Condition Report to the manager within 7 days of occupancy of the property.
8. The tenant is to ensure that internally, pot plants are raised off the carpet or floorboards to avoid water damage or staining. Any damage resulting from a failure to take this precaution will be charged to the tenant and payable within 7 days of written account or request or deducted from the rental bond.
9. The tenant agrees to use furniture protectors on all furniture in the property that may cause damage to carpet, tiles and/or polished timber floors. These will be provided at the tenant's expense. Failure to use furniture protectors may result in damage to floors. Rectification of such damage will be at the expense of the tenants.
10. The tenant shall be responsible for the payment of invoices to clear foreign objects and or blockages to dishwasher, drains, toilets and/or garbage disposal units, provided the contractor's report indicates that such blockage is caused by the tenant.
11. The tenant agrees that, if a repair is necessary due to the misuse or negligent use of any appliance in the premises the lessor will be compensated by the tenant within 7 days of a written request and invoice being provided. All appliances, electrical or otherwise, must be maintained in a fit and proper condition and used only in accordance with manufacturers instructions or specifications. In the absence of manufacturers instructions the tenant agrees to
  - B. Not place foil on the bottom of any oven
  - C. To not use chemical cleaners, scourers or steel wool on any stainless steel control panels.
  - D. Air conditioner and dryer filters, ceiling fans and exhaust fans to be cleaned every 3 months and upon vacating
  - E. If in doubt the tenant is required to contact the agent or the manufacturer for care instructions
12. Failure by the tenant to report maintenance issues promptly to the agent will result in the tenant being responsible for the cost of repair of any damage resulting from the delay in reporting to the agent (e.G. Swollen cabinetry as a result of a leaking pipe or tap not reported promptly).
13. In accordance with Clause 27(1), the tenant agrees to keep the walls of the premises free of any additional hooks, nails, screws etc during the tenancy. In the event that hooks, nails or screws are installed into walls, walls must be returned to their original condition upon vacating the premises.
14. The tenant agrees to maintain all garden areas that form part of the premises, including watering trees and other plants, mowing the lawn, weeding garden beds, removing from the premises garden rubbish (including pet waste and grass clippings) and keeping plants free from pests and disease. The tenants further agree to ensure that nothing is left lying on lawn areas that will cause the grass to die. The tenant further understands that any damage to the lawns and gardens will be rectified at the tenant's expense.
15. The tenant agrees to remain in advance with rental payment at all times.
16. The tenant must be aware that he/she must take out Content's insurance cover for their own possessions, as they are not covered under the lessor's insurance policy.
17. The tenant acknowledges that the premises are metered separately for water and are 'water efficient'. The tenant understands and agrees that pursuant to Clause 17 of the Standard Terms of this agreement, they will be responsible for the cost of ALL the water consumption charges during the course of the tenancy. The tenant will pay within 30 days of an invoice being issued and if the tenancy commences in or terminates during a rating period the amounts payable by the lessor and the tenant are determined on a pro rata basis, calculated from the reading of the water meter.
18. The tenant is aware that the requirements for smoke alarm cleaning and maintenance is detailed on page 5 of the RTA Form 17A Information Statement (green booklet) that is supplied with this agreement.
19. Prior to vacating the property, the tenant agrees to provide 14 (fourteen) days notice in writing on the prescribed RTA Form 13 to the office. This must be in accordance with the tenancy agreement dates.
20. If the tenant vacates the premises prior to expiry of the Tenancy Agreement, he/she is responsible for the rent until such time as a suitable tenant is secured. The existing tenant must pay a re-letting fee which is one week's rent plus GST. Advertising costs associated with the re-let are also payable by the existing tenant. An Agreement to Terminate a Fixed Term Tenancy must be completed and signed by the tenant.

## Addendum A (continued)

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21. The tenant must return the keys and remote controls (including any additional keys that the tenant may have ordered) and vacate the premises on the stated day of departure, otherwise rent will be charged up to and including the date upon which the keys are returned. If any keys are not returned, the tenant will be responsible for all costs associated with the loss or replacement of keys, locks or security devices and services of a locksmith if required due to such loss. An Exit Condition Report is to be signed and completed by the tenant and handed to the office with the keys on handover date.

22. On vacating the property, the tenant agrees to:

A. Have the apartment professionally cleaned by a reputable bond cleaning company. The original receipt must be provided to the agent as proof of service.

B. Have the carpet professionally steam cleaned (Not dry cleaned) by a reputable, registered carpet cleaning company. The original receipt must be provided to the agent as proof of service.

C. If animals are kept on the premises during the tenancy, the tenant is to pay for the fumigation of the premises (fleas and lice) and the carpets are to be steam cleaned and deodorised. The original receipts must be provided to the agent as proof of service.

23. The tenant agrees to replace all light bulbs that are not working in comparison to those noted by the agent on original entry condition report.

24. If a member of a joint tenancy vacates at any time, all new joint tenants must complete the application form and be accepted by the Lessor/Agent prior to taking occupancy. Bond monies must be transferred into the names of the remaining tenants.

25. The tenant agrees to accept the property in the condition as it was viewed. (When vacant & cleaned.)

26. Keys: As per signed photocopy.

**General tenancy agreement (Form 18a)**

Residential Tenancies and Rooming Accommodation Act 2008

**Part 1 Tenancy details**

<b>Item 1</b>	<b>1.1 Lessor</b>
	Name/trading name P Myer C/O Yuan Property

Address

C/- YUAN PROPERTY PTY LTD		
16 COVA BLVD, HOPE ISLAND	QLD	Postcode 4212

<b>1.2 Phone</b>	<b>Mobile</b>	<b>Email</b>
	0411 576679	admin@yuanproperty.com.au

<b>Item 2</b>	<b>2.1 Tenant/s</b>
	Tenant 1 Full name/s Rochelle Prosper
	Phone 0419215768 Email rochellep05@hotmail.com

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

<b>Item 3</b>	<b>3.1 Agent</b> If applicable. See clause 43
	Full name/trading name Yuan Property Australia Pty Ltd ATF Yuan Property Trust

Address

16 Cova Blvd	Hope Island, QLD
Hope island	QLD Postcode 4212

<b>3.2 Phone</b>	<b>Mobile</b>	<b>Email</b>
0411576679	0411 576679	admin@yuanproperty.com.au

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

<b>4.1 Lessor</b>	
Email Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<b>4.2 Tenant/s</b>	
Email Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> rochellep05@hotmail.com	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<b>4.3 Agent</b>	
Email Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> admin@yuanproperty.com.au	Facsimile Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<b>Item 5</b>	<b>5.1 Address of the rental premises</b>
	42 Outrigger Cct
	Hope Island QLD Postcode 4212

**5.2 Inclusions provided.** For example, furniture or other household goods let with the premises. Attach list if necessary

AS PER ENTRY CONDITION REPORT.
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**5.3 Details of current repair orders for the rental premises or inclusions**

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<b>Item 6</b>	<b>6.1 The term of the agreement is</b> <input checked="" type="checkbox"/> fixed term agreement <input type="checkbox"/> periodic agreement
---------------	--

<b>6.2 Starting on</b> 27 / 05 / 2023	<b>6.3 Ending on</b> 25 / 11 / 2023
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Fixed term agreements only. For continuation of tenancy agreement, see clause 6



**General tenancy agreement (Form 18a)**

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**Item 7** Rent \$ 780.00 per  week  fortnight  month See clause 8(1)

**Item 8** Rent must be paid on the SAME DAY IN ADVANCE day of each WEEK OR FORTNIGHT  
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)

DIRECT TRANSFER TO NOMINATED TRUST ACCOUNT

Details for direct credit

BSB no. 124128 Bank/building society/credit union BANK OF QUEENSLAND

Account no. 23256048 Account name YUAN PROPERTY TRUST ACC

Payment reference 420C PROSPER

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

DIRECT TRANSFER TO NOMINATED TRUST ACCOUNT

**Item 11** Rental bond amount \$ 3120.00 See clause 13

**Item 12** 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  NoGas  Yes  No Type 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 100% Any other service stated in item 12.1

Gas 100% See special terms (page 8)

Phone 100%

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

Electricity DIRECTLY TO TENANTS NOMINATED SUPPLIER

Gas DIRECTLY TO TENANTS NOMINATED SUPPLIER

Phone DIRECTLY TO TENANTS NOMINATED SUPPLIER

Any other service stated in item 12.1 DIRECTLY TO TENANTS NOMINATED SUPPLIER  
See special terms (page 8)

**Item 15** Number of persons allowed to reside at the premises 2 See clause 23

**Item 16** 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** The type and number of pets approved by the lessor to be kept at the premises See clauses 33A to 33D

Type Number 0 Type Number 0

**Item 18** 18.1 Name and telephone number of the lessor's nominated repairer for each of the following repairs

Electrical repairs CONTACT ONSITE MANAGEMENT Phone 0411 576679

Plumbing repairs CONTACT ONSITE MANAGEMENT Phone 0411 576679

Other CONTACT ONSITE MANAGEMENT Phone 0411 576679

Are the nominated repairers the tenant's first point of contact for notifying the need for emergency repairs? See clause 31(4)

 Yes No - please provide lessor contact details below

Name Phone

## 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 7 days after the later of the following days -
  - (a) the day the tenant occupies 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.
- (5) However, the lessor does not have to prepare a condition report for the premises if -
  - (a) this agreement has the effect of continuing the tenant's right to occupy the premises under an earlier residential tenancy agreement; and
  - (b) in accordance with the Act, a condition report was prepared for the premises for the earlier residential tenancy agreement.
- (6) If a condition report is not prepared for this agreement because subclause (5) applies, the condition report prepared for the earlier residential tenancy agreement is taken to be the condition report for this agreement.

#### 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 - s 357A

- (1) This clause applies if -
    - (a) this agreement is a fixed term agreement; and
    - (b) the tenant ends this agreement 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 end this agreement 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.
- (3) This clause does not apply if, after experiencing domestic violence, the tenant ends this agreement or the tenant's interest in this agreement under chapter 5, part 1, division 3, subdivision 2A of the Act.

### 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).

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- (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, the increased rent is payable by the tenant only if -
  - (a) the rent is increased in compliance with this clause; and
  - (b) the increase in rent does not relate to -
    - (i) compliance of the premises or inclusions with the prescribed minimum housing standards; or
    - (ii) keeping a pet or working dog at the premises.
- (6) Also, if this agreement is a fixed term agreement, the rent may not be increased before the term ends unless -
  - (a) this agreement provides for the rent increase; and
  - (b) this agreement states the amount of the increase or how the amount of the increase is to be worked out; and
  - (c) the increase is made in compliance with the matters mentioned in paragraph (b)

**11 Application to tribunal about excessive increase - s 92**

- (1) After the lessor gives the tenant notice of a proposed rent increase, the tenant may apply to the tribunal for an order setting aside or reducing the increase if the tenant believes the increase -
  - (a) is excessive; or
  - (b) is not payable under clause 10.
- (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.

*Note* - There is a maximum bond that may be required. See section 146 and the information statement.

- (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.

*Note* - A water consumption charge does not include the amount of a water service charge that is a fixed charge for the water service.

- (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.

## 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 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 body corporate by-laws.
- (3) Subclause (1) does not apply if -
  - (a) this agreement has the effect of continuing the tenant's right to occupy the premises under an earlier residential tenancy agreement; and
  - (b) the lessor gave the tenant a copy of the body corporate by-laws in relation to the earlier agreement.

#### 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 - intentionally removed

### 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.
  - (e) the premises and inclusions otherwise comply with any prescribed minimum housing standards applying to the premises or inclusions.
- (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.
  - (e) ensure the premises and inclusions otherwise comply with any prescribed minimum housing standards applying to the premises or inclusions

*Note* - For details about the maintenance, see the information statement.



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- (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 -
- the lessor is the State; and
  - the non-standard items are stated in this agreement and this agreement states the lessor is not responsible for their maintenance; and
  - the non-standard items are not necessary and reasonable to make the premises a fit place in which to live; and
  - the non-standard items are not a risk to health or safety; and
  - 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), (3) and (5)**

- The tenant must keep the premises clean, having regard to their condition at the start of the tenancy.
- The tenant must not maliciously damage, or allow someone else to maliciously damage, the premises.
- The tenant's obligations under this clause do not apply to the extent the obligations would have the effect of requiring the tenant to repair, or compensate the lessor for, damage to the premises or inclusions caused by an act of domestic violence experienced by the tenant

**Subdivision 3 The dwelling****27 Fixtures or structural changes - ss 207-209**

- 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.

- The lessor's agreement must be written, describe the nature of the fixture or change and include any terms of the agreement.

*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

- If the lessor does agree, the tenant must comply with the terms of the lessor's agreement.
- The lessor must not act unreasonably in failing to agree.
- If the tenant attaches a fixture, or makes a structural change, to the premises without the lessor's agreement, the lessor may -
  - take action for a breach of a term of this agreement; or
  - 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**

- The lessor must supply and maintain all locks necessary to ensure the premises are reasonably secure.
- The lessor must give the tenant, or if there is more than 1 tenant, 1 of the tenants, a key for each lock that -
  - secures an entry to the premises; or
  - 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
  - is part of the premises.

- 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**

- The lessor or tenant may change a lock at the premises only if -
  - the other party to this agreement agrees to the change; or
  - the lessor or tenant has a reasonable excuse for making the change; or
  - the lessor or tenant believes the change is necessary because of an emergency; or
  - the lock is changed to comply with an order of the tribunal.
- However, the tenant may also change a lock at the premises if the tenant -
  - believes the change is necessary to protect the tenant or another occupant of the premises from domestic violence; and
  - engages a locksmith or other qualified tradesperson to change the lock.
- The lessor or tenant must not act unreasonably in failing to agree to the change of a lock.
- If the lessor or tenant changes the lock, the lessor or tenant must give the other party to this agreement a key for the changed lock, unless -
  - the other party agrees to not being given the key; or
  - a tribunal orders that the key not be given to the other party.
- If the tenant changes a lock under subclause (2) and gives the lessor a key for the changed lock, the lessor must not give the key to any other person without the tenant's agreement or a reasonable excuse.
- The right of the lessor or tenant to change a lock under this clause is subject to any of the following laws that apply to the premises -
  - the *Body Corporate and Community Management Act 1997*;
  - the *Building Units and Group Titles Act 1980*;
  - a body corporate by-law

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

- Emergency repairs** are works needed to repair any of the following -
  - a burst water service or serious water service leak;
  - a blocked or broken lavatory system;
  - a serious roof leak;
  - a gas leak;
  - a dangerous electrical fault;
  - flooding or serious flood damage;
  - serious storm, fire or impact damage;
  - a failure or breakdown of the gas, electricity or water supply to the premises;
  - a failure or breakdown of an essential service or appliance on the premises for hot water, cooking or heating;
  - a fault or damage that makes the premises unsafe or insecure;
  - a fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the premises;
  - 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.
- Also, **emergency repairs** are works needed for the premises or inclusions to comply with the prescribed minimum housing standards.
- 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 written notice given by the lessor to the tenant.
- (2) Item 18 or the written notice must state -
  - (a) the name and telephone number of the nominated repairer; and
  - (b) whether or not the nominated repairer is the tenant's first point of contact for notifying of the need for emergency repairs.
- (3) The lessor must give written notice to the tenant of any change of the lessor's nominated repairer or the telephone number of the nominated repairer.
- (4) This clause does not apply if -
  - (a) the lessor has given the tenant a telephone number of the lessor; and
  - (b) under this agreement the lessor is to arrange for emergency repairs to be made to the premises or inclusions.

### 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.
- (4) This clause does not apply to the tenant for damage caused by an act of domestic violence experienced by the tenant.

### 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 4 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.

## Subdivision 5 Pets

### 33A Keeping pets and other animals at premises - ss 184B and 184G

- (1) The tenant may keep a pet or other animal at the premises only with the approval of the lessor.
- (2) However, the tenant may keep a working dog at the premises without the lessor's approval.
- (3) The tenant has the approval of the lessor to keep a pet at the premises if keeping the pet at the premises is consistent with item 17.

#### Notes -

- 1 If item 17 states 2 cats, the tenant is approved by the lessor to keep up to 2 cats at the premises.
- 2 For additional approvals to keep a pet or other animal at the premises see clause 33C.

- (4) An authorisation to keep the pet or working dog at the premises continues for the life of the pet or working dog and is not affected by any of the following matters -
  - (a) the ending of this agreement, if the tenant continues occupying the premises under a new agreement;
  - (b) a change in the lessor or lessor's agent;
  - (c) for a working dog - the retirement of the dog from the service the dog provided as a working dog.
- (5) An authorisation to keep a pet, working dog or other animal at the premises may be restricted by a body corporate by-law or other law about keeping animals at the premises.

#### Examples -

- 1 The premises may be subject to a local law that limits the number or types of animals that may be kept at the premises.
- 2 The premises may be subject to a body corporate by-law that requires the tenant to obtain approval from the body corporate before keeping a pet at the premises.

### 33B Tenant responsible for pets and other animals - s 184C

- (1) The tenant is responsible for all nuisance caused by a pet or other animal kept at the premises, including, for example, noise caused by the pet or other animal.
- (2) The tenant is responsible for repairing any damage to the premises or inclusions caused by the pet or other animal.
- (3) Damage to the premises or inclusions caused by the pet or other animal is not fair wear and tear.

### 33C Request for approval to keep pet - ss 184D and 184E

- (1) The tenant may, using the approved form, request the lessor's approval to keep a stated pet at the premises.
- (2) The lessor must respond to the tenant's request within 14 days after receiving the request.
- (3) The lessor's response to the request must be in writing and state -
  - (a) whether the lessor approves or refuses the tenant's request; and
  - (b) if the lessor approves the tenant's request subject to conditions - the conditions of the approval; and

*Note* - See clause 33D for limitations on conditions of approval to keep a pet at the premises.

  - (c) if the lessor refuses the tenant's request -
    - (i) the grounds for the refusal; and
    - (ii) the reasons the lessor believes the grounds for the refusal apply to the request.
- (4) The lessor may refuse the request for approval to keep a pet at the premises only on 1 or more of the following grounds -
  - (a) keeping the pet would exceed a reasonable number of animals being kept at the premises;
  - (b) the premises are unsuitable for keeping the pet because of a lack of appropriate fencing, open space or another thing necessary to humanely accommodate the pet;
  - (c) keeping the pet is likely to cause damage to the premises or inclusions that could not practically be repaired for a cost that is less than the amount of the rental bond for the premises;
  - (d) keeping the pet would pose an unacceptable risk to the health and safety of a person, including, for example, because the pet is venomous;
  - (e) keeping the pet would contravene a law;
  - (f) keeping the pet would contravene a body corporate by-law applying to the premises;
  - (g) if the lessor proposed reasonable conditions for approval and the conditions comply with clause 33D - the tenant has not agreed to the conditions;
  - (h) the animal stated in the request is not a pet as defined in section 184A;
  - (i) another ground prescribed by a regulation under section 184E(1)(j).

- (5) The lessor is taken to approve the keeping of the pet at the premises if –
- the lessor does not comply with subclause (2); or
  - the lessor's response does not comply with subclause (3).

### 33D Conditions for approval to keep pet at premises – s 184F

- (1) The lessor's approval to keep a pet at the premises may be subject to conditions if the conditions –
- relate only to keeping the pet at the premises; and
  - are reasonable having regard to the type of pet and the nature of the premises; and
  - are stated in the written approval given to the tenant in a way that is consistent with clause 33C(3).
- (2) Without limiting subclause (1)(b), the following conditions of the lessor's approval are taken to be reasonable –
- if the pet is not a type of pet ordinarily kept inside – a condition requiring the pet to be kept outside at the premises;
  - if the pet is capable of carrying parasites that could infest the premises – a condition requiring the premises to be professionally fumigated at the end of the tenancy;
  - if the pet is allowed inside the premises – a condition requiring carpets in the premises to be professionally cleaned at the end of the tenancy.
- (3) A condition of the lessor's approval to keep a pet at the premises is void if the condition –
- would have the effect of the lessor contravening section 171 or 172; or
  - would, as a term of this agreement, be void under section 173; or
  - would increase the rent or rental bond payable by the tenant; or
  - would require any form of security from the tenant.
- (4) For subclause (2), the premises are professionally fumigated, and carpets are professionally cleaned, if the fumigation and cleaning are done to a standard ordinarily achieved by businesses selling those services.

## Division 7 Restrictions on transfer or subletting by tenant

### 34 General - ss 238 and 240

- 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.
- The lessor must act reasonably in failing to agree to the transfer or subletting.
- 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.
- 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

- This clause applies if -
  - the lessor is the State; or
  - the lessor is an entity receiving assistance from the State to supply rented accommodation; or
  - the tenant's right to occupy the premises comes from the tenant's terms of employment.
- 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

- This agreement ends only if -
  - the lessor and tenant agree, in a separate written document, to end this agreement; or
  - the lessor gives a notice to leave premises to the tenant under section 326 and the tenant hands over vacant possession of the premises to the lessor on or before the handover day; or
  - the tenant gives a notice of intention to leave premises to the lessor under section 327 and hands over vacant possession of the premises to the lessor on or before the handover day; or
  - the tenant vacates, or is removed from, the premises after receiving a notice from a mortgagee or appointed person under section 317; or
  - the tenant abandons the premises and the period for which the tenant paid rent has ended; or
  - the tribunal makes an order terminating this agreement.
- Also, this agreement ends for a sole tenant if –
  - the tenant gives the lessor a notice ending tenancy interest and hands over vacant possession of the premises; or

*Note – See chapter 5, part 1, division 3, subdivision 2A of the Act for the obligations of the lessor and tenant relating to a notice ending tenancy interest.*

  - the tenant dies.

*Note - See section 324A for when this agreement ends if a sole tenant dies.*

### 37 Condition premises must be left in - s 188(4) and (5)

- 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
- The tenant's obligation mentioned in subclause (1) does not apply to the extent the obligation would have the effect of requiring the tenant to repair, or compensate the lessor for, damage to the premises or inclusions caused by an act of domestic violence experienced by the tenant.

### 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) and (3)

- (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 -
  - (a) the tenant has a reasonable excuse for not telling the lessor or agent the new address; or
  - (b) after experiencing domestic violence, the tenant ended this agreement, or the tenant's interest in this agreement, under chapter 5, part 1, division 3, subdivision 2A of the Act.

### 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) a requirement about a service charge; or
 

*Note* - See section 164 for what is a service charge.
  - (b) a condition of an approval to keep a pet if the condition -
    - (i) requires the carpets to be cleaned, or the premises to be fumigated, at the end of the tenancy; and
    - (ii) complies with clause 33D; and
    - (iii) does not require the tenant to buy cleaning or fumigation services from a particular person or business.

### 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](http://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.

**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.

Names of Approved Occupants:

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

Signature  
 Date / /  
3/2/2023

**Signature of tenant 1**

Print name

Signature  
 Date / /  
3/1/2023

**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 as approved occupants in Part 3 of this agreement 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, having regard to the condition of the premises at the commencement of the tenancy;
  - (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) 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;
  - (h) 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).
- (2) The obligations of the tenant at the end of the tenancy 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. For the sake of clarity, a special term or condition for approval to keep a pet at the premises requiring carpets in the premises to be professionally cleaned at the end of the tenancy overrides this special term;
  - (b) if the property was free of pests and vermin at the start of the tenancy, the tenant must ensure the property meets the same standard at the end of the tenancy. For the sake of clarity, a special term or condition for approval to keep a pet at the premises requiring the premises to be professional fumigated at the end of the tenancy overrides this special term;
  - (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) replacing inclusions damaged during the tenancy having regard to their condition at the start of the tenancy, fair wear and tear excepted;
  - (f) mowing lawns, weeding gardens having regard to their condition at the start of the tenancy;
  - (g) remove all property other than that belonging to the lessor or on the premises at the start of the tenancy.

### 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

- (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) If a tenant changes a lock at the premises in accordance with clause 29, the tenant must immediately provide the lessor and/or lessor's agent with the key for the changed lock unless clauses 29(4)(a) or (b) are applicable regarding the provision of the key.
- (4) If a tenant changes a lock under clause 29(2) and gives the key to the lessor in accordance with clause 29(5), the tenant agrees for the key to be given to the lessor's agent.

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

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## Special Terms *continued...*

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

### 50 Liability excluded

The tenant shall be liable for and shall indemnify and defend the lessor 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.

### 51 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.

### 52 Tenant's insurance

It is the responsibility of the tenant and/or approved occupant to adequately insure their own property and possessions.

### 53 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 special term, 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.

### 54 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 special term 54(1) and 54(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.*

### 55 Pets

If the pet is permitted inside, this special term applies:

- (1) In addition to clause 33A(3), the lessor approves a pet as stated in Item 17 of this agreement to be kept inside a dwelling on the premises, conditional on:
  - (a) if the pet is capable of carrying parasites that could infest the premises, the premises being professionally fumigated at the end of the tenancy; and
  - (b) the carpets in the premises being professionally cleaned at the end of the tenancy.

*Note:* For the purpose of this special term, a dwelling on the premises shall include any structure on the premises designed to be used as a residence for human habitation. A dwelling shall also include any enclosed area, room or structure attached to the dwelling, including but not limited to any garage, sunroom or enclosed veranda.

- (2) The premises are professionally fumigated and carpets are professionally cleaned, if the fumigation and cleaning are done to a standard ordinarily achieved by businesses selling those services.
- (3) For the sake of clarity, the conditions outlined in special term 55 relate only to the lessor's approval to keep a pet at the premises as stated in Item 17 of this agreement.
- (4) For requests for approval to keep a pet at the premises inconsistent with Item 17 of this agreement, see clauses 33C and 33D of this agreement and sections 184D to 184F of the Act.

### 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.



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Information Statement Form 17a

# Pocket guide for tenants – houses and units

Changes to Queensland tenancy laws came into effect on 20 October 2021 and are being implemented in phases.

- Domestic and family violence protections for tenants and residents have been strengthened from 20 October 2021.
- Changes to reasons for ending tenancies, a new framework to negotiate renting with pets and the introduction of repair orders have commenced on 1 October 2022.
- Minimum housing standards will be introduced for new tenancies from 1 September 2023 and all tenancies from 1 September 2024.

Learn more about these changes at [rta.qld.gov.au](http://rta.qld.gov.au) or call us on 1300 366 311.

The Residential Tenancies Authority (RTA) is the Queensland Government statutory body that administers the *Residential Tenancies and Rooming Accommodation Act 2008*. The RTA provides tenancy information and support, bond management, dispute resolution, education services, and compliance and enforcement.

## When renting...

### You must

- pay the rent on time
- keep the property clean and undamaged and leave it in the same condition it was in when you moved in (fair wear and tear excepted)
- abide by the terms of the tenancy agreement
- respect your neighbours' right to peace and quiet

### The property owner/manager must

- ensure the property is vacant, clean and in good repair at the start of the tenancy
- respect your privacy and comply with entry requirements
- carry out repairs and maintenance
- meet all health and safety laws
- lodge your bond with the RTA

## Your tenancy details

Property owner/manager contact details


Bond number

Tenancy end date

Emergency repairs contact/s


This information is for general guidance only. It is not legal advice. The RTA cannot guarantee the accuracy or completeness of the information provided. For more information refer to the *Residential Tenancies and Rooming Accommodation Act 2008*.

# Moving in

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## Tenancy agreement

A General tenancy agreement (Form 18a), also called a lease, is a legally binding written contract between you and the property owner/manager. It must include standard terms and may include special terms (e.g. pool maintenance).

You and the property owner/manager must sign the agreement and you should be given a copy.

Period of tenancy agreement:

- Fixed term agreement – has a start date and an end date and you agree to rent the property for a fixed amount of time (e.g. 12 months)
- Periodic agreement – when you agree to rent the property for an unspecified amount of time (there will be a start date but no end date)

## Bond

A rental bond is a security deposit you pay at the start of a tenancy and is lodged with the RTA. The property owner/manager must not hold your bond. You can lodge your bond directly with the RTA using RTA Web Services. Alternatively, once the bond is paid, the property owner/manager must give you a receipt and complete a Bond lodgement (Form 2) which you must sign. The property owner/manager must lodge the bond with the RTA within 10 days. Check with the property owner/manager. You will receive notification from the RTA once the bond has been lodged.

## Bond increases

Your bond can be increased if your rent is increased. It must be at least 11 months since the last increase and you must be given 1 month's notice.

Any extra bond money paid by you must be lodged with the RTA by the property owner/manager or you. You can do this directly via the RTA website.

## Rent

Generally you will be asked to pay rent in advance before, or when, you move in.

- For a fixed term agreement: a maximum of 1 month's rent in advance
- For a periodic agreement: a maximum of 2 weeks rent in advance

You can't be asked to pay more rent until the rent in advance has been used up.

When rent is paid electronically, you must arrange for the money to leave your account on a certain day, and the rent is considered paid on this day.

## Rent increases

It must be at least 6 months since the tenancy started or the date of the most recent rent amount was changed.

Rent cannot be increased during a fixed term agreement unless it is stated in the agreement and even then 2 months notice (in writing) must be given.

Rent can be increased in a periodic agreement by giving 2 months notice (in writing).

## Rent decreases

Rent decreases may occur when there is a drop in the standard of the property, a decrease in services provided (e.g. the availability of car parking), or if a natural disaster (e.g. flooding, fire) makes the property partially unfit to live in. Any agreement about a rent decrease should be put in writing and signed by the property owner/manager and tenant.

## Water usage

You can be charged full water consumption costs only if the property owner/manager meets a specific set of conditions. Check your tenancy agreement and our website for more detail.

Water bills may be issued quarterly or half-yearly. Check with your property owner/manager how often and when bills are issued. These bills should be provided to you within a reasonable timeframe, and you must pay within one month of the bills being provided.

## Electricity/gas/phone/internet

Check your tenancy agreement – in most cases you will need to arrange connection and pay for the services. Check with the property owner/manager to clarify arrangements for internet or TV connections, satellite dish installation or solar electricity rebates (if applicable).

## Entry condition report

The property owner/manager must give you an Entry condition report (Form 1a).

It is important for you to take the time and check the condition of the property at the start of the tenancy. This will help to avoid disputes about the condition of the property when you move out. You must complete the report and return a signed copy to the property owner/manager within 7 days. The property owner/manager must give you a copy of the signed final report within 14 days.

The RTA also recommends taking photos and attaching them to the report as proof of the condition of the property.

# During a tenancy

## Maintenance

You are responsible for looking after the property and keeping it, and any inclusions (like the oven), clean. The property owner/manager is responsible for ensuring the property is fit to live in and in a good state of repair, including carrying out general repairs and maintenance during your tenancy. They must also make sure the property complies with any health and safety laws.

Minimum housing standards, which clarify repair and maintenance obligations and introduce compliance mechanisms in enforcing these standards, will commence:

- for new tenancies on 1 September 2023, and
- for all tenancies on 1 September 2024.

## Routine repairs

You should notify the property owner/manager of any necessary repairs. They will generally carry out repairs or organise someone to do them. You should not carry out repairs without written consent.

If you have notified the property owner/manager of a repair, and they don't make the repair within a reasonable time, you can apply for free dispute resolution at the RTA and may have the option to apply for a repair order from the Tribunal after conciliation.

When entering the property for repairs the property owner/manager must provide the appropriate entry notice period. If you or your guests damage the property, you will have to pay for the repairs.

## What to do for emergency repairs

If the property owner/manager or nominated repairer listed on your tenancy agreement (or the front page of this guide) cannot be contacted, you can:

1. arrange for a qualified person to carry out emergency repairs to a maximum value of 4 weeks rent (check your tenancy agreement to clarify what is an emergency repair).  
If you pay the repairer, you will need to give the receipt to the property owner/manager who must pay you back within 7 days. Keep copies of all receipts. Alternatively, you can ask the property owner/manager to pay the repairer directly.
2. Make an urgent application to the Tribunal for a repair order for the emergency repair.

## Smoke alarms

Property owners/managers must install and maintain smoke alarms in rental properties, in line with Queensland legislation. Visit Queensland Fire and Emergency Services ([qfes.qld.gov.au](http://qfes.qld.gov.au)) for more information. Tenants also have responsibilities including testing and cleaning smoke alarms and replacing batteries. See our website for more information.

## Fixtures

Fixtures can only be added with the property owner/manager's written consent and they do not have to agree to the request if they give a good reason.

A tenant experiencing domestic and family violence can arrange for a qualified tradesperson to change the locks in their rental property to ensure their personal safety. The tenant must provide copies of the keys to the property owner/manager unless the property owner/manager agrees to not being given a copy of the key.

A tenant cannot change locks to common property in community title schemes.

## Requesting to rent with a pet

If you wish to keep a pet at the property, you must seek written approval from the property owner using a [Request for approval to keep a pet in rental property](#) (Form 21).

The property owner must respond in writing within 14 days after receiving your request.

- If they approve, they can outline additional reasonable conditions for the approval of the pet. You may agree to the outlined conditions or try to negotiate.
- If they do not approve the request, they must provide a specific reason under the legislation for rejecting the request.

When considering keeping a pet, you must also adhere to other applicable rules such as house rules, local council laws or body corporate by-laws.

## Inspections and viewings

Routine inspections can be carried out every 3 months to ensure the property is well cared for and there are no maintenance or health and safety issues.

The property owner/manager may also need to enter the property for repairs or a viewing if it is being re-let or put up for sale. In most cases they must give you an [Entry notice](#) (Form 9) before they can enter. However, they may enter in an emergency or if you verbally agree with the entry. Entry must occur at a reasonable time. For open home inspections (when multiple inspections occur at the same time), your written consent must be sought by the property owner/manager. Visit our website for more details.

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## Sub-letting and co-tenancies

If you want to rent out a room or part of the property, you must seek written permission from the property manager/owner and they must have good reason to say no.

Check your tenancy agreement first, talk to your property owner/manager and get any agreed arrangements in writing. Head-tenants have the same responsibilities as a property owner/manager including giving their sub-tenant a receipt for bond money paid and lodging the bond with the RTA.

## Problems

### If you do something wrong

If you breach the agreement, the property owner/manager can issue a Notice to remedy breach (Form 11).

**Example:** you fall more than 7 days behind in rent or do not keep the property in the agreed condition.

If you don't fix the problem you may be given a Notice to leave (Form 12) by the property owner/manager.

### If the property owner/manager does something wrong

If the property owner/manager breaches the agreement, you can issue a Notice to remedy breach (Form 11).

**Example:** the property owner/manager fails to keep the property well maintained, does not respond to a repair request or enters the property without the correct notice.

If you have notified the property owner/manager of a repair and they have not taken action within a reasonable timeframe, you may have the option to apply to the Tribunal for a repair order.

## Resolving problems

Good communication is the key to resolving most problems. Find out your rights and responsibilities and talk to the property owner/manager directly. If this does not work, the RTA's free and impartial dispute resolution service may be able to help. If it remains unresolved, you may be able to take the matter to the Queensland Civil and Administrative Tribunal (QCAT).

## Extending your fixed term tenancy

If you want to stay on under a new fixed term agreement, and there are no changes other than the end date, you and the property owner/manager should sign a letter or statement that includes the new date.

If there are changes to any of the terms of the agreement, the property owner/manager will need to prepare a new written tenancy agreement and you must both sign it before the old one ends. If there is a significant change (e.g. a rent increase you think is excessive) you can dispute it, but only after you've signed the new agreement. Note that the rent cannot be increased unless at least 6 months have passed since the last rent increase.

If the end date of a fixed term agreement goes by without any contact between you and the property owner/manager, it continues as a periodic agreement.

Use **RTA Web Services** to lodge or refund a bond, change bond contributors, update your details and more.

[rta.qld.gov.au/webservices](http://rta.qld.gov.au/webservices)

Renting that works  
*for everyone*



### Connect with us



LinkedIn



YouTube



eNews



Podcast

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# Moving out

## Ending your fixed term or periodic agreement

You cannot move out at the end of a fixed term agreement without giving notice.

If you wish to leave you must give 14 days notice in writing. If the property manager/owner wants you to leave they must give you 2 months notice.

You must continue to pay rent until you move out.

You must leave the property in the same condition it was in before you moved in, fair wear and tear excepted.

Remember to disconnect your electricity, gas, telephone and internet from your current property and re-direct your mail when you move out.

## Breaking your tenancy agreement

If you break the tenancy agreement (e.g. you decide to leave early), you may be responsible for compensating the property owner/manager for lost rent until another tenant can be found or the tenancy ends.

You may also be liable for other costs such as the cost of re-letting the property and advertising.

The property owner/manager must make an effort to limit your loss or expense.

## Excessive hardship

If you experience excessive hardship and are unable to continue the tenancy, you can make an urgent application to QCAT to end the tenancy.

Examples of excessive hardship can include serious illness or loss of employment.

The person applying to QCAT will need to show evidence of their circumstances. QCAT may make orders regarding compensation to the property owner/manager and terminating the tenancy from an agreed date.

## Exit condition report

You must complete an [Exit condition report](#) (Form 14a). It shows the condition of the property when you leave and compares it to the condition of the property when you moved in. If possible you should try to arrange a final inspection with your property owner/manager.

The property owner/manager must complete their side of the report, sign it and return a copy to you within 3 business days of receiving it.

The RTA recommends taking photos and attaching them to the report to prove the condition of the property.

## Getting your bond back

You get your bond back at the end of the tenancy as long as no money is owed to the property owner/ manager for rent, damages or other costs. You can apply on, or after, handover day to have your bond money returned. You need to provide the RTA with your contact details, forwarding address and bank account details to receive your bond refund. You can update your details quickly and easily online using [RTA Web Services](#).

Bonds can only be refunded into Australian bank accounts. The quickest and easiest way to get your bond back is an agreed refund between you and your property owner/manager.

### If you and the property owner/manager agree on the refund amount

You and the property owner/manager can request a bond refund online using [RTA Web Services](#). Alternatively, you and your property owner/manager must sign the paper based [Refund of rental bond](#) (Form 4) and submit it to the RTA. The RTA will refund the bond as directed within a few days.

### If you and the property owner/manager disagree

The RTA encourages you and your property owner/manager to try and resolve any issues in the first instance. Either you or the property owner/manager can submit a bond refund form online using [RTA Web Services](#) or the paper based [Refund of rental bond](#) (Form 4).

The RTA will process the first refund request made (Party A). If the other person (Party B), whose signature/ agreement is missing, disagrees with Party A's refund request, they can dispute the claim within the timeframe stated to prevent payment.

The RTA will send Party B a Notice of claim and Party B can disagree digitally via [Web Services](#) or submit a [Dispute resolution request](#) (Form 16) to the RTA by the due date. If the RTA does not receive a digital response via [Web Services](#) or a completed Form 16 from Party B within the 14 day period as stated on the notice, the bond will be paid out, as directed on Party A's bond refund form.

If Party B disagrees on the bond refund through the above process, it will commence the dispute process with the RTA's dispute resolution service where a conciliator will try to help resolve the disagreement. If agreement is reached, both parties will need to sign a bond refund form and the bond is paid out as what is agreed in this process.

If agreement is not reached, Party B (the person who disputed the refund form) can apply to QCAT for a decision. They must do so within 7 days and notify the RTA in writing of the QCAT application within the correct timeframe.

If no QCAT application is lodged by Party B within the 7 day timeframe, the RTA will pay the bond as directed on Party A's bond refund form. More details on dispute resolution are available at [rta.qld.gov.au](http://rta.qld.gov.au) and information about QCAT can be found at [qcat.qld.gov.au](http://qcat.qld.gov.au).

# Domestic and family violence support

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## Domestic and family violence in a rental property

Domestic and family violence is any form of violence or abuse where the abusive person is a spouse (including de facto), an intimate or dating partner, a family member or an informal carer.

A person who experiences domestic and family violence in a rental property has rights under tenancy law, even if they are not named on the tenancy agreement.

If someone in a rental property is experiencing domestic and family violence and no longer feels safe living in the property, they can end their interest in a tenancy agreement by providing the property owner or manager seven days notice of their intention to vacate supported by relevant evidence. They can vacate before 7 days but they are responsible for paying rent until the end of the 7 day notice period.

Tenants can complete a [Notice ending tenancy interest \(domestic and family violence\)](#) (Form 20) to end their interest in a tenancy agreement.

Tenants and property owners/managers can also complete a [Bond refund for persons experiencing domestic and family violence](#) (Form 4a) to request a rental bond refund for their bond contribution or a tenant's bond contribution due to a tenancy interest ending on grounds of experiencing domestic and family violence.

It is critical that property owners/managers maintain the privacy of a tenant who is experiencing domestic and family violence to ensure their safety. Penalties apply for those who do not follow the legislated requirements. Learn more about your rights and responsibilities at [rta.qld.gov.au](http://rta.qld.gov.au).

A person can also apply to QCAT to:

- end the tenancy agreement
- be listed as the tenant
- remove the name of the person who has committed an act of domestic violence from the tenancy agreement
- prevent their personal information being listed in a tenancy database where a breach of the agreement is a result of the actions of a person who has committed an act of domestic or family violence

Every person has a right to feel safe and live free from violence. If there is violence in your home, you may be able to apply for a domestic violence order (DVO).

Visit the Queensland Courts website [courts.qld.gov.au](http://courts.qld.gov.au) for more information on domestic violence orders.

If you are affected by domestic and family violence and/or sexual abuse, you can contact any of the organisations below for free and confidential support and assistance.

## Contact information

### Residential Tenancies Authority

w [rta.qld.gov.au](http://rta.qld.gov.au)  
t 1300 366 311 (Mon–Fri: 8.30am–5pm)

### Emergency

Police, firefighters or ambulance  
t 000 (triple zero)

### Tenants Queensland

w [tenantsqld.org.au](http://tenantsqld.org.au)  
t 1300 744 263

### National Relay Service

Assistance for people who are deaf and/or find it hard hearing or speaking  
t 133 677

### Translationz

For customers requiring translation and interpreter service – Translationz will telephone the RTA for you at no extra cost  
t 07 2000 4600

### Lifeline

Crisis support and suicide prevention services  
t 13 11 14

### DV Connect

Domestic, family and sexual violence support services  
w [dvconnect.org](http://dvconnect.org)  
t 1800 811 811 – Womensline  
t 1800 600 636 – Mensline  
t 1800 010 210 – Sexual Assault Hotline

### 1800 RESPECT

National sexual assault, domestic and family violence counselling service  
w [1800respect.org.au](http://1800respect.org.au)  
t 1800 737 732

### Aboriginal Family Domestic Violence

Victims rights, counselling and financial assistance  
t 1800 019 123

## Stay informed

Sign up for **news** and **useful information** about renting in Queensland [rta.qld.gov.au](http://rta.qld.gov.au)

## **BY-LAWS - COVA RESIDENCES**

This is a summary list of Cova By-Laws which must be observed by owners, occupiers, residents, agents, visitors, and guests in the Cova Estate.

This document is not the full list of the By-Laws of the Cova Estate. For a comprehensive list and further explanations please see the full document available for:

**Owners** - via the StrataMax portal <https://www.stratamax.com.au/Portal/login>

**Tenants** - a copy should have been supplied by your managing agent. If you require a copy please email Strata Dynamics at [info@stratadynamics.com.au](mailto:info@stratadynamics.com.au)

The five Body Corporate Committees in Cova are charged with the role of enforcing the By-Laws under QLD legislation.

**All communication, correspondence, complaints, and applications for improvements must be sent to Strata Dynamics, for North Cova and South Cova residents and Ernst Body Corporate Management for Central Cova residents.**

email [info@stratadynamics.com.au](mailto:info@stratadynamics.com.au) or call on 07 3229 9185.

Improvements - means pergolas, walls, windows, garage roller doors, doors, fly screens, gates, walkways, paths, driveways, yard, lawn, landscaping, garden, plants and irrigation, and drainage facilities located within a Lot or an area of Common Property which attaches to a Lot by virtue of an exclusive use by-law.

Vehicles - includes motor vehicle, motor bike or any other means of motorised transport. It also includes anything that the Committee nominates as a Vehicle.

1. **Alterations** - No structural alterations will be made to any Lot including changes to the building such as (without limitation) awnings, blinds, or other fixtures without the prior written consent of the Committee.
2. **Exterior Works** - Where an Owner proposes to carry out work which will alter the exterior of any Lot IN ANY WAY WHATSOEVER, he must apply in writing to the Committee, outlining the proposed work and provide plans and specifications. See Schedule C, Item 25 of the By-Laws for further details.
3. **Windows** - Any application to the Committee for window covers including shutters, awnings or other window cover must comply with the aesthetics of Cova Estate. White opaque windows can be used but no dark tint or reflective material can be used.
4. **Garage** - No garage on any Lot can be used for any purpose other than as a garage.
5. **External Maintenance** - An Owner or Occupier of a lot will be responsible for the proper maintenance of his Lot and maintain in good condition and repair if necessary, including

lawns and gardens.

6. **Internal Maintenance** - An Owner or Occupier of a Lot will maintain the interior of his Lot in a clean condition and take all practical steps to prevent infestation by vermin and/or insects.
7. **Front Lawns/Driveways** - An Owner or Occupier of a Lot will not leave items on front lawns or on driveways.
8. **Appearance of Lots** - The Owner or Occupier of a Lot must not hang clothing, washing, bedding, rugs, mats, towels or any other article on windows, balconies, or the outside of any Lot.
9. **Rubbish bins** - An Owner or Occupier must keep rubbish bins in a place on their Lot not visible from the Common Property.
10. **Rubbish Bins** - Empty rubbish bins must be collected by Owners or Occupiers the same day as they are emptied.
11. **Vehicles** - Owner or Occupiers' vehicles shall not leak oil, grease, brake fluid or other motoring fluids onto the Common Property. Any leaks must be cleaned up by the Occupier and if not cleaned up within the reasonable notice period given, the Body Corporate may cause the cleaning to be done and the costs shall be recovered from the Owner or Occupier.
12. **Pathways & Driveways** - The pathways and driveways on the Common Property must not be obstructed by any Owner or Occupier or used by them for any other purpose than the reasonable ingress and egress to and from their Lot.
13. **Road Rules** - Residents and guests will observe the speed limit, parking or road rule signs posted on common property.
14. **Parking** - The Owner or Occupier of a Lot must not park, stand, repair, or store a vehicle on common property, including on any yellow lines.
15. **Recreation Area** - Children under 16 must be accompanied by an adult Owner or Occupier. NO ALCOHOL IS PERMITTED IN THE POOL AREA. Food, glass, breakable items, or pets are not permitted in the pool area.
16. **Nuisance** - No loud noise, noxious odours, exterior speakers, horns, bells, whistles, or other sound devices (other than security devices), noisy or smoking vehicles, power equipment or tools, unlicensed vehicles which may interfere with television or radio reception of any residence may be used in any part of Cova Estate or be in view of other Owners or Occupiers.
17. **Nuisance** - Musical Instruments, televisions, stereos, and speakers must be kept to a level that is reasonable, and will not cause nuisance to other Owners or Occupiers.



PJM Meyer SMSF

# SuperStream Rollover / Release Authority

As at 30 June 2023

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## 1. Rollover / Release Authority Summary

Member's / Beneficiary's Name: PAUL JEFFREY MEYER

Transaction Type: SuperStream Roll In

Date: 04/04/2023

Transaction Status: Roll In Transaction Received

## 2. Rollover / Release Authority Details

### Member Details:

Is the rollover for a member or a beneficiary? Member

Member's Name: PAUL JEFFREY MEYER

Member Account: Default accumulation account

TFN: \*\*\*\*\*172

Date of Birth: \*\*\*\*\*1969

Sex: Male

Address: 20 Promenade Circuit, HOPE ISLAND, 4212, QLD, AUSTRALIA

Service Period Start Date: 25/06/1993

### Receiving Fund Details:

Is the fund an SMSF? Yes

Name: The Trustee for PJM Meyer SMSF

ABN: 20160465035

ESA: BGLSF360

Member Client ID: 182512/968225730

### Bank Account

BSB: 182512

Account Name: The Trustee for PJM Meyer SMSF

Account Number: 968225730

### Transferring Fund Details:

Is the fund an SMSF? No

Name: The Trustee for RETIREMENT PORTFOLIO SERVICE

ABN: 61808189263

ESA:

USI: MMF2076AU

Member Client ID: 012013242558162

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**PJM Meyer SMSF**  
**SuperStream Rollover / Release Authority**  
As at 30 June 2023



**Rollover Transaction Details:**

Is the request for the entire balance? Yes

Insurance

- Insured Death Cover: \$120,000.00
- Insured TDP Cover: \$120,000.00
- Insured Income Protection Monthly Cover: \$0.00

Payment Reference Number: ANZ092001000452786 ✓

Requested Amount: \$20,614.27

Rollover Components

- Tax Free Component: \$523.27
- Element Taxed In The Fund: \$20,091.00
- Element Untaxed In The Fund: \$0.00
- Kiwisaver Tax Free Component: \$0.00

Preservation Amounts

- Preserved Amount: \$20,614.27 ✓
- Restricted Non-Preserved: \$0.00
- Unrestricted Non-Preserved: \$0.00
- Kiwisaver Preserved Amount: \$0.00

Is the request a Death Benefit Rollover? No

**3. SuperStream Rollover / Release Authority Transaction History**

Date	Transaction Status	Transaction Source	Processed By
04/04/2023	Roll In Transaction Received	Electronically received (Fund)	SYSTEM

# Cash transactions

4 Jan 2023 to 4 Apr 2023

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Account name	PJM MEYER SMSF PTY LTD ATF PJM MEYER SMSF	Active	
Account number	968225730		Balance
BSB	182-512		\$44,826.57
Product	Cash Management Account		
Issued	04/04/2023		

Date	Category	Description	Debit	Credit	Balance
03 Apr 2023	Transfers	Effective Manage Outrigger Oct 42		1,876.04	44,826.57
03 Apr 2023	Transfers	ONEPATH CUSTODIA ANZ092001000452786 ✓		✓ 20,614.27	42,950.53
31 Mar 2023	Managed Investments	BPAY TO PRAEMIUM - SMA Regular ongoing investment to managed share portfolio as per financial adviser advice	3,500.00		22,336.26
31 Mar 2023	Interest	MACQUARIE CMA INTEREST PAID #tax		46.98	25,836.26
30 Mar 2023	Transfers	TAL Life Limited PAS1855088 TAL Refund, policy cover reduction #tax		297.88	25,789.28
30 Mar 2023	Transfers	SuperChoice P/L PC240323- 157357235 R - Megan Super (\$200 Sal Sac) #tax		723.56	25,491.40
24 Mar 2023	BPAY Payments	BPAY TO AUSTRALIAN TAXATION OFFICE R - Prepay 22-23 Income Tax #tax	1,283.00		24,767.84
13 Mar 2023	Direct Debits	Infocus Infocus #tax	208.33		26,050.84
01 Mar 2023	Managed Investments	BPAY TO PRAEMIUM - SMA Regular ongoing investment to managed share portfolio as per financial adviser advice	3,500.00		26,259.17
01 Mar 2023	Transfers	EFFECTIVE MANAGE MEYER- EFFECTIVE MA R - Rental Income minus disbursements #tax		1,272.05	29,759.17
28 Feb 2023	Transfers	SuperChoice P/L PC210223- 116192762 R - Megan Super (\$200 Sal Sac) #tax		671.20	28,487.12
28 Feb 2023	Interest	MACQUARIE CMA INTEREST PAID #tax		43.28	27,815.92
13 Feb 2023	Direct Debits	Infocus Infocus #tax	208.33		27,772.64
01 Feb 2023	Managed Investments	BPAY TO PRAEMIUM - SMA Regular ongoing investment to managed share portfolio as per financial adviser advice	3,500.00		27,980.97
01 Feb 2023	Transfers	EFFECTIVE MANAGE MEYER- EFFECTIVE MA R - Rental Income minus disbursements #tax		2,880.82	31,480.97
31 Jan 2023	Interest	MACQUARIE CMA INTEREST PAID #tax		45.58	28,600.15

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**PJM Meyer SMSF**  
**General Ledger**



As at 30 June 2023

Transaction Date	Description	Units	Debit	Credit	Balance \$
<b>Accountancy Fees (30100)</b>					
<u>Accountancy Fees (30100)</u>					
22/08/2022	034115 MEYEPC1 TD		253.00		253.00 DR
08/12/2022	TAX INVOICE 035878 TD		2,750.00		3,003.00 DR
			<b>3,003.00</b>		<b>3,003.00 DR</b>

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**Total Debits: 3,003.00**

**Total Credits: 0.00**



PJM Meyer SMSF Pty Ltd  
20 Promenade Circuit  
HOPE ISLAND QLD 4212

**Tax Invoice**  
**040117**  
  
Ref: MEYEPC1  
8 August, 2023

Description	Amount
<p>Attending to secretarial matters of the company on your behalf throughout the year with the Australian Securities &amp; Investments Commission (ASIC):</p> <ul style="list-style-type: none"> <li>Attendance to ASIC company statements and review documentation on your behalf;</li> <li>Checking and comparison of your company information with ASIC registers;</li> <li>Preparation of annual company minutes as required by the Corporations Law;</li> <li>Attendance to address changes throughout the year;</li> <li>Provision of registered office address and maintenance of legislated ASIC opening hours;</li> <li>Assurance your company files are up to date and compliant with current Corporations Law and associated legislation;</li> <li>Acting as registered agent of the company.</li> </ul>	230.00
<b>230.00</b>	
<b>Please note that this invoice is now due.</b>	<b>GST: \$ 23.00</b>
<b>*Credit card payments attract a surcharge</b>	<b>Amount Due: \$ 253.00</b>

*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"/> <b>(EFT) - Transfer to our account</b> Account Name Simmons Livingstone & Associates BSB: 064 445 Account: 1052 7520		Ref: MEYEPC1 Invoice: 040117 8 August, 2023 <b>Amount Due: \$ 253.00</b>
<input type="checkbox"/> <b>Credit Card</b> (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"/>		
Cardholder ..... Signature ..... Expiry ...../.....		
<small>Note that credit card payments attract a surcharge. Liability limited by a scheme approved under Professional Standards Legislation</small>		



The Trustees  
 PJM Meyer Smsf  
 20 Promenade Circuit  
 HOPE ISLAND QLD 4212

**Tax Invoice**  
**035878**  
 Ref: MEYEPS1  
 24 November, 2022

Description	Amount
Preparation of Financial Statements for the fund for the year ended 30th June 2022 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.	2,800.00
Acc 2750 Audit 330 <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> 3080	
<b>Please note that this invoice is now due.</b> <b>*Credit card payments attract a surcharge</b>	2,800.00 GST: \$ 280.00 <b>Amount Due: \$ 3,080.00</b>

*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"/> <b>(EFT) - Transfer to our account</b> Account Name Simmons Livingstone & Associates BSB: 064 445 Account: 1052 7520	Ref: MEYEPS1 Invoice: 035878 24 November, 2022 <b>Amount Due: \$ 3,080.00</b>																				
<input type="checkbox"/> <b>Credit Card</b> (Please indicate type) <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa	Card CCV																				
Card Number: <table style="display: inline-table; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>																					Cardholder ..... Signature ..... Expiry ...../.....
Note that credit card payments attract a surcharge. Liability limited by a scheme approved under Professional Standards Legislation																					

6-1

PJM Meyer SMSF

Formation Costs Simmons Livingstone & Associates invoice 22274

\$2,500.00 establishment costs

Year

2021	500.00	2,000.00
2022	500.00	1,500.00
2023	500.00	1,000.00
2024	500.00	500.00
2025	500.00	0.00

POSTED

**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:** 14 November 2022

**Recipient:** PJM Meyer Super Fund

**Address:** C/- PO Box 806 OXFENFORD QLD 4210

**Description of Services**

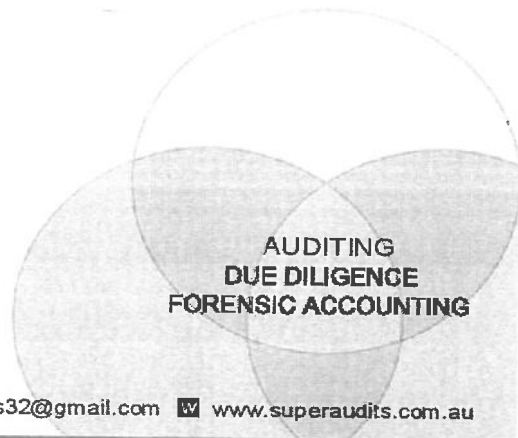
Statutory audit of the PJM Meyer Super Fund for the financial year ending 30 June 2022.

**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.







**ASIC**  
Australian Securities & Investments Commission

ABN 86 768 265 615

PJM MEYER SMSF PTY. LTD.  
SIMMONS LIVINGSTONE AND ASSOCIATES PTY L  
PO BOX 806 OXFENFORD QLD 4210

INVOICE STATEMENT  
Issue date 06 Aug 22  
PJM MEYER SMSF PTY. LTD.

ACN 643 258 011  
Account No. 22 643258011

## Summary

Opening Balance	\$0.00
New items	\$59.00
Payments & credits	\$0.00
<b>TOTAL DUE</b>	<b>\$59.00</b>

- 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*

page 1 of 2

8-1

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

## Please pay

Immediately	<b>\$0.00</b>
By 06 Oct 22	<b>\$59.00</b>

*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  
PJM MEYER SMSF PTY. LTD.

ACN 643 258 011 Account No: 22 643258011



22 643258011

<b>TOTAL DUE</b>	<b>\$59.00</b>
Immediately	<b>\$0.00</b>
By 06 Oct 22	<b>\$59.00</b>

*Payment options are listed on the back of this payment slip*



**Bill**er Code: 17301  
**Ref:** 2296432580118



\*814 129 0002296432580118 09

# Transaction details:

page 2 of 2

82

	Transactions for this period	ASIC reference	\$ Amount
2022-08-06	Annual Review - Special Purpose Pty Co	4X0788763480P A	\$59.00
	<b>Outstanding transactions</b>		
2022-08-06	Annual Review - Special Purpose Pty Co	4X0788763480P A	\$59.00

## PAYMENT OPTIONS



Billpay Code: 8929  
Ref: 2296 4325 8011 809

### 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](http://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

	<b>Biller Code:</b> 17301 <b>Ref:</b> 2296432580118
<b>Telephone &amp; Internet Banking – BPAY®</b> Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: <a href="http://www.bpay.com.au">www.bpay.com.au</a>	



Company: PJM MEYER SMSF PTY. LTD. ACN 643 258 011

**Company details**

Date company registered 06-08-2020  
 Company next review date 06-08-2024  
 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**

20 PROMENADE CIRCUIT , HOPE ISLAND QLD 4212

**Officeholders**

MEYER, MEGAN

Born 19-01-1969 at WAHROONGA NSW

20 PROMENADE CIRCUIT , HOPE ISLAND QLD 4212

Office(s) held: Director, appointed 06-08-2020  
 Secretary, appointed 06-08-2020

MEYER, PAUL JEFFREY

Born 15-01-1969 at WAGGA WAGGA NSW

20 PROMENADE CIRCUIT , HOPE ISLAND QLD 4212

Office(s) held: Director, appointed 06-08-2020

**Company share structure**

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

**Members**

MEYER , PAUL JEFFREY

20 PROMENADE CIRCUIT , HOPE ISLAND QLD 4212

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

MEYER , MEGAN

20 PROMENADE CIRCUIT , HOPE ISLAND QLD 4212

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
06-08-2020	1EOT88930	201	APPLICATION FOR INCORPORATION (DIVN 1)	Processed and imaged

9-1



**Simmons  
Livingstone  
& Associates**

PJM MEYER SMSF PTY LTD ATF PJM MEYER SMSF  
20 Promenade Circuit  
HOPE ISLAND Qld 4212

**Simmons Livingstone & Associates**  
PO Box 806  
Oxenford QLD 4210  
Telephone: 07 5561 8800  
Facsimile: 07 5561 8700  
Email: admin@simmonslivingstone.com.au

## TAX INVOICE

Tax Invoice Number :	73458001394
Date:	30 June 2023

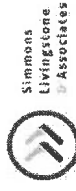
Description	Amount
• SMSF Administration	\$2,272.69
• GST	\$227.27
<b>Total Amount Due: (includes GST)</b> Terms : 7 days	<b>\$2,499.96</b>

✂

Please detach and return with your payment or Credit Card authority to :	<b>Infocus Securities Australia Pty Ltd</b> PO Box 806 Oxenford QLD 4210
Account: PJM MEYER SMSF PTY LTD ATF PJM PE ID: MEYER SMSF Invoice: 653735 Due Date: 73458001394 Adviser: 07 July 2023 Amount Due: Thomas Graham <b>\$2,499.96</b>	
If paid by Credit Card, a 1.5% surcharge will apply and the invoice value will become \$2,537.46 (inc GST). <input type="checkbox"/> Charge \$2,537.46 to my <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA	
Card No : <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 Name : _____ Expiry Date : ____/____/____      Signature of Cardholder : _____	
<b>Other Payment Methods:</b> Direct Credit: <b>Account Name:</b> Infocus Securities Australia Pty Ltd <b>Westpac BSB:</b> 034-676 <b>Account Number:</b> 279166 <b>Reference:</b> Please include ID: 6537351394. (Please email brokerage@infocus.com.au on the day you send your payment via direct credit to enable Infocus to correctly receipt the payment). <b>Cheque:</b> Please make cheque payable to Infocus Securities Australia Pty Ltd	
<b>Office Use Only</b> Authority Number: Date Received:	Infocus Securities Australia Pty Ltd ABN 47 097 797 049 AFSL and Australian Credit Licence No. 236523 trading as Infocus Wealth Management

# Depreciation Schedule

For The Period 01 July 2022 - 30 June 2023



Investment	Purchase Date	Cost	Opening Written Down Value	Adjustments		Total Value For Depreciation <sup>1</sup>	Method	Rate	Depreciation			
				Disposals/ Decrease	Additions/ Increase				Calculated Depreciation <sup>2</sup>	Posted Depreciation <sup>3</sup>	Closing Written Down Value	
<b>Plant and Equipment (at written down value) - Uninitised</b>												
Air conditioner	29/06/2022	849.20	848.50			848.50	Diminishing Value	15.00 %	127.28	127.28	721.22	
Fan	16/02/2023	849.20	848.50	# 10~2	495.00	1,031.58	Diminishing Value	20.00 %	36.62	163.90	1,179.60	
		849.20	848.50		495.00	1,031.58				163.90	1,179.60	

1 Amounts have been pro rated based on number of days in the year  
 2 Depreciation/Capital Works calculated as per depreciation method  
 3 Depreciation amounts posted to the ledger

POSTED

10-1

10-2



# TAX INVOICE

Cova Management Pty Ltd

**Invoice Date**  
9 Feb 2023

Alternate Energy Pty Ltd  
74 Plateau Crescent

**Invoice Number**  
136612

Carrara 4211  
QLD

**Reference**  
42 Outrigger Circuit

**ABN**  
45 608 836 559

Description	Quantity	Unit Price	Amount AUD
As per quote :	1.00	450.00	450.00
Supplied, wired and installed ceiling fan in 2nd level living area. Fan wired with remote to control existing downlights also, and test			
		Subtotal	450.00
		TOTAL GST	45.00
		<b>TOTAL AUD</b>	<b>495.00</b>

## Due Date: 16 Feb 2023

All payments may be made to:

Alternate Energy Pty Ltd  
BSB: 014 536  
A/C No: 229 466 343  
Reference: Invoice Number



[View and pay online now](#)



# PAYMENT ADVICE

To: Alternate Energy Pty Ltd  
74 Plateau Crescent  
Carrara 4211  
QLD

<b>Customer</b>	Cova Management Pty Ltd
<b>Invoice Number</b>	136612
<b>Amount Due</b>	<b>495.00</b>
<b>Due Date</b>	16 Feb 2023

**Amount Enclosed**

Enter the amount you are paying above

Year	Claim	Closing WDV
		56211 Total Cost
1	5323	50888
2	12354	38534
3	8870	29664
4	6490	23174
5	4836	18338
6	3666	14672
7	2823	11849
8	2205	9644
9	1743	7901
10	1392	6509
11	1121	5388
12	910	4478
13	743	3735
14	610	3125
15	503	2622
16	417	2205
17	346	1859
18	288	1571
19	241	1330
20	202	1128
21	169	959
22	142	817
23	120	697
24	101	596
25	86	510
26	73	437
27	62	375
28	52	323
29	45	278
30	38	240
31	33	207
32	28	179
33	24	155
34	21	134
35	18	116
36	15	101
37	13	88
38	11	77
39	10	67
40	9	58
41	58	0

# LOT 2426, TERRACE HOMES, COVA HOPE ISLAND

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## ASSESSMENT OF CAPITAL ALLOWANCES AND TAX DEPRECIATION

### 10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	TOTAL CLAIM \$
1 (85 days)	2020 - 2021		1,759	7,083
2	2021 - 2022	\$26,991	7,555	19,909
3	2022 - 2023	8,870	7,555	16,425
4	2023 - 2024	6,490	7,555	14,045
5	2024 - 2025	4,836	7,555	12,391
6	2025 - 2026	3,666	7,555	11,221
7	2026 - 2027	2,823	7,555	10,378
8	2027 - 2028	2,205	7,555	9,760
9	2028 - 2029	1,743	7,555	9,298
10	2029 - 2030	1,392	7,555	8,947
11	2030 - 2031	1,121	7,555	8,676
12	2031 - 2032	910	7,555	8,465
13	2032 - 2033	743	7,555	8,298
14	2033 - 2034	610	7,555	8,165
15	2034 - 2035	503	7,555	8,058
16	2035 - 2036	417	7,555	7,972
17	2036 - 2037	346	7,555	7,901
18	2037 - 2038	288	7,555	7,843
19	2038 - 2039	241	7,555	7,796
20	2039 - 2040	202	7,555	7,757
21	2040 - 2041	169	7,555	7,724
22	2041 - 2042	142	7,555	7,697
23	2042 - 2043	120	7,555	7,675
24	2043 - 2044	101	7,555	7,656
25	2044 - 2045	86	7,555	7,641
26	2045 - 2046	73	7,555	7,628
27	2046 - 2047	62	7,555	7,617
28	2047 - 2048	52	7,555	7,607
29	2048 - 2049	45	7,555	7,600
30	2049 - 2050	38	7,555	7,593
31	2050 - 2051	33	7,555	7,588
32	2051 - 2052	28	7,555	7,583
33	2052 - 2053	24	7,555	7,579
34	2053 - 2054	21	7,555	7,576
35	2054 - 2055	18	7,555	7,573
36	2055 - 2056	15	7,555	7,570
37	2056 - 2057	13	7,555	7,568
38	2057 - 2058	11	7,555	7,566
39	2058 - 2059	10	7,555	7,565
40	2059 - 2060	9	7,555	7,564
Balance		59	5,651	5,710
<b>TOTAL</b>		<b>56,211</b>	<b>302,055</b>	<b>358,266</b>

43,416  
 - 34,930  
 -----  
 \$ 8,486  
 to claim  
 2023  
 year

↓  
 5323  
 12354  
 8870  
 -----  
 26547  
 - 19820 claimed  
 -----  
 \$ 6727 to claim

↓  
 1759  
 7555  
 7555  
 -----  
 16869  
 - 15110 claimed  
 -----  
 \$ 1759 to claim

POSTED



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# LOT 2426, TERRACE HOMES, COVA HOPE ISLAND

## ASSESSMENT OF CAPITAL ALLOWANCES AND TAX DEPRECIATION

### 10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES

Old Schedule

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	TOTAL CLAIM \$
1 (285 days)	2019 - 2020	8,684	5,899	14,583
2	2020 - 2021	11,559	7,555	19,114
3	2021 - 2022	8,261	7,555	15,816
4	2022 - 2023	6,016	7,555	13,571
5	2023 - 2024	4,464	7,555	12,019
6	2024 - 2025	3,370	7,555	10,925
7	2025 - 2026	2,586	7,555	10,141
8	2026 - 2027	2,014	7,555	9,569
9	2027 - 2028	1,588	7,555	9,143
10	2028 - 2029	1,266	7,555	8,821
11	2029 - 2030	1,019	7,555	8,574
12	2030 - 2031	826	7,555	8,381
13	2031 - 2032	674	7,555	8,229
14	2032 - 2033	553	7,555	8,108
15	2033 - 2034	456	7,555	8,011
16	2034 - 2035	378	7,555	7,933
17	2035 - 2036	314	7,555	7,869
18	2036 - 2037	262	7,555	7,817
19	2037 - 2038	219	7,555	7,774
20	2038 - 2039	183	7,555	7,738
21	2039 - 2040	154	7,555	7,709
22	2040 - 2041	130	7,555	7,685
23	2041 - 2042	109	7,555	7,664
24	2042 - 2043	92	7,555	7,647
25	2043 - 2044	78	7,555	7,633
26	2044 - 2045	66	7,555	7,621
27	2045 - 2046	56	7,555	7,611
28	2046 - 2047	48	7,555	7,603
29	2047 - 2048	41	7,555	7,596
30	2048 - 2049	35	7,555	7,590
31	2049 - 2050	30	7,555	7,585
32	2050 - 2051	26	7,555	7,581
33	2051 - 2052	22	7,555	7,577
34	2052 - 2053	19	7,555	7,574
35	2053 - 2054	16	7,555	7,571
36	2054 - 2055	14	7,555	7,569
37	2055 - 2056	12	7,555	7,567
38	2056 - 2057	11	7,555	7,566
39	2057 - 2058	9	7,555	7,564
40	2058 - 2059	8	6,292	6,300
Balance		55	0	55
<b>TOTAL</b>		<b>55,725</b>	<b>299,281</b>	<b>355,006</b>

\$34930 [

[ 7,555

11559

8261

19820 claimed

7555

7555

15110 claimed

POSTED

**From:** Leeza Cox  
**Sent:** Thursday, 10 November 2022 10:19 AM  
**To:** 'Paul Meyer'  
**Subject:** RE: Depreciation (claims for 22-23 )

Hi Paul

What we'll do is add up the 3 years on the new schedule (2021, 2022 & 2023) then deduct off what we've previously claimed.

So it's \$43,416 – 34930 = \$8486 to claim in the 2023 financial year.

Over the 3 year period the deductions works out the same and the tax rate is the same, so it won't be a problem as there's no overall benefit or loss to the ATO.

The 2021 had tax payable of \$544.45 which was made up of \$26.45 tax plus \$518 ATO levies. Don't forget that employer & personal concessional contributions are also considered as "income" and after deductions there is 15% tax on the net income. You will find that the 2023 year tax (all other things being the same as the 2022 year) will have a higher tax payable as the depreciation claim will be lower in the 2023 year. In the washup of the 3 years it ends up being the same.

I hope that all makes sense.

**LOT 2426, TERRACE HOMES, COVA HOPE ISLAND**

**ASSESSMENT OF CAPITAL ALLOWANCES AND TAX DEPRECIATION**

**10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES**

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	TOTAL CLAIM \$
1 (85 days)	2020 - 2021		1,755	7,053
2	2021 - 2022	\$26,991 [ 5,323	7,555	19,909
3	2022 - 2023	12,354	7,555	16,426
4	2023 - 2024	8,870	7,555	14,045
5	2024 - 2025	6,490	7,555	
		4,936	7,555	

10.4

**LOT 2426, TERRACE HOMES, COVA HOPE ISLAND**

**ASSESSMENT OF CAPITAL ALLOWANCES AND TAX DEPRECIATION**

**10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES** Old schedule

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	TOTAL CLAIM \$
1 (215 days)	2019 - 2020	8,884	5,900	14,523
2	2020 - 2021	11,559	7,555	19,114
3	2021 - 2022	8,261	7,555	15,816
4	2022 - 2023	6,018	7,555	13,571
5	2023 - 2024	4,484	---	---

*\$34,930*

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@simmonsivingstone.com.au](mailto:leeza@simmonsivingstone.com.au)

Web [simmonsivingstone.com.au](http://simmonsivingstone.com.au)

30/340 Hope Island Road, Hope Island QLD 4212

PO Box 806, Oxenford QLD 4210



ACCOUNTING | TAXATION | INSURANCE | BUSINESS ADVICE | FINANCIAL PLANNING | FINANCE



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**From:** Paul Meyer [mailto:paul.megan.meyer@gmail.com]  
**Sent:** Thursday, 10 November 2022 8:22 AM  
**To:** Leeza Cox <Leeza@SimmonsLivingstone.com.au>  
**Subject:** Depreciation (claims for 22-23 )

Hi Leeza,

So its clear in my head..... this is what has been claimed in tax returns so far (20-21 & 21-22) from the OLD dep table.

In total ( Div40 \$19877, Div43 \$15,110, Total \$34987)

210601 - CATD - Cova Stage 24 - Unit 2426.xlsx  
 1/06/2021

Rider Levett Bucknall  
 Queensland Pty Ltd

## LOT 2426, TERRACE HOMES, COVA HOPE ISLAND

### ASSESSMENT OF CAPITAL ALLOWANCES AND TAX

#### 10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	TOTAL
1 (285 days)	2019 - 2020	8,792	5,899	
2	2020 - 2021	11,574	7,555	
3	2021 - 2022	8,303	7,555	
4	2022 - 2023	6,065	7,555	

From the NEW dep table, NEXT Years tax return we will claim the 20-21 amounts + make goods in the Div40 amounts to bring us up to the same \$ figures?

## LOT 2426, TERRACE HOMES, COVA HOPE ISLAND

### ASSESSMENT OF CAPITAL ALLOWANCES AND TAX

#### 10.00 YEARLY SUMMARY OF CAPITAL ALLOWANCES

FINANCIAL YEAR		DIMINISHING VALUE METHOD		
Year	Tax Year	Division 40 Plant & Articles \$	Division 43 Allowances \$	T
1 (85 days)	2020 - 2021	5,323	1,759	
2	2021 - 2022	12,354	7,555	
3	2022 - 2023	8,870	7,555	
4	2023 - 2024	6,490	7,555	
5	2024 - 2025	4,836	7,555	

Div40 \$5232 + \$1347 = \$6579

Div43 = \$1759

Can we do that and will it stand up in an audit?

The downside to this is with a full year under our belt of income growth and less to deduct the tax payment may be greater?

That said, I'm surprised in our first year we still had to pay \$500 tax with the sizable deduction of \$19.9k and limited income?

Paul

Sent from [Mail](#) for Windows

**PJM Meyer SMSF  
General Ledger**

As at 30 June 2023

11-1



Transaction Date	Description	Units	Debit	Credit	Balance \$
<b>Life Insurance Premiums (39000)</b>					
<u>(Life Insurance Premiums) Meyer, Megan - Accumulation (MEYMEG00001A)</u>					
14/09/2022	TAL Life Limited 1855088-C3809466 13		2,306.15		2,306.15 DR
30/03/2023	TAL Life Limited PAS1855088 50			297.88	2,008.27 DR
			<b>2,306.15</b>	<b>297.88</b>	<b>2,008.27 DR</b>
<u>(Life Insurance Premiums) Meyer, Paul Jeffrey - Accumulation (MEYPAU00001A)</u>					
25/08/2022	CLEARVIEWLIFEINV 518565300014240368 13		1,288.96		1,288.96 DR
			<b>1,288.96</b>		<b>1,288.96 DR</b>
<b>Total Debits:</b>			<b>3,595.11</b>		
<b>Total Credits:</b>				<b>297.88</b>	

29 July 2022

**Private & Confidential**  
P J M Meyer SMS F Pty Ltd  
20 Promenade Circuit  
HOPE ISLAND QLD 4212

**Anniversary notice for Accelerated Protection  
Policy Number: 1855088**

Dear Trustee,

We are writing to let you know that your **policy is approaching its anniversary**. In this letter, you'll find important information that explains any updates to your policy and premium changes. To assist with your understanding of some important Life Insurance terminology, we have included a more detailed explanation in the Glossary at the end of this letter.

The below table includes a summary of your cover, including your new Benefit Amounts and Premiums, applicable from **14 September 2022**.

**Policy Summary**

**Life Insured:** Megan Meyer

Your Plan	Premium Type	Inflation Protection	Benefit Amount	Premium (yearly)
Life Insurance Plan	Stepped	✓	\$299,250	\$1,008.04
TPD Insurance (Attached) - Superlink	Stepped	✓	\$299,250	\$1,298.11

**New total yearly premium is \$2,306.15\***

\*includes Policy Fee and Stamp Duty (if applicable)

Your next payment amount may differ from your new premium if you have a credit or outstanding amount due on your policy.

**How is your premium calculated?**

When you first purchased your policy, we used the information you provided, including your health, lifestyle and product choices, to set your initial premium. Each year we recalculate your premiums based on premium type (such as Stepped or Level) and whether Inflation Protection applies (which increases your Benefit Amount with inflation). This affects how your premium may rise. Finally, we look at any fees or discounts that may need to be applied.

We have also reviewed the premium rates across the product to meet future costs, including future claim costs. Due to this review, we have increased the underlying premium rates used to calculate your premium.

More information about Stepped & Level premiums and Inflation Protection can be found in the Glossary at the end of this letter and the original Product Disclosure Statement (PDS) and Policy Document issued to you. You can also find details of your cover and your chosen options in the last Policy Schedule issued to you.

**Does Inflation Protection continue to meet your needs?**

Inflation Protection automatically increases your Benefit Amount annually to keep in-line with inflation (also referred to as Consumer Price Index in the Product Disclosure Statement) and by doing so, your premium increases. Talk to your adviser to

discuss if Inflation Protection continues to meet your needs or refer to the Policy Schedule, Policy Document and Product Disclosure Statement to understand further information about your policy.

### What you need to do?

- Please take the time to check your policy details are correct and ensure you have funds available to pay your premium.
- Now is also a good time to think about whether your circumstances have changed. Many events like a marriage, birth of child, a change in your income or a change to your mortgage debt can be worth discussing with your adviser, to ensure your policy still aligns with your goals.

Because you have chosen to pay via direct debit from your Bank account, **your premium will be debited from your account on 14th of September**. If the payment date falls on a weekend, your payment will be debited the following working day.

### How to manage your policy

- If you wish to change your payment method or direct debit details for your insurance premiums, please contact us or complete the enclosed payment advice form.
- If you don't want your Benefit Amount to increase with inflation, simply notify us within 14 days of the date of this letter.
- If you would like to review anything else regarding your policy, simply contact TAL or your financial adviser using the contact details below.

### An important change to our complaint handling timeframe

From 5 October 2021, the timeframe to resolve a complaint you may have about your policy, our service or staff has reduced from 45 days to **30 days**. Please refer to the information below for details on how to make a complaint.

### How do I make a complaint?

We have an internal dispute resolution service to assist you with any concerns you may have about your policy, our services or your privacy.

In the first instance, we hope that our friendly team can handle any concern you may have. Please call our customer service team on **1300 209 088** or email us at [customerservice@tal.com.au](mailto:customerservice@tal.com.au). If you are not satisfied with our initial response, please ask to speak to a Manager or a representative from the Internal Dispute Resolution Team.

We will attempt to resolve your complaint within 30 days of the date it is received. If we are unable to resolve your complaint within that period, we will inform you of the reasons for the delay and let you know when we expect to provide a response to your complaint.

If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

**Website:** [www.afca.org.au](http://www.afca.org.au)

**Email:** [info@afca.org.au](mailto:info@afca.org.au)

**Telephone:** 1800 931 678 (free call)

**In writing to:** Australian Financial Complaints Authority, GPO Box 3, Melbourne VIC 3001

Time limits may apply to complaints to AFCA.

You may wish to consult the AFCA website or contact AFCA directly to find out if there is a time limit on lodging a complaint with AFCA.

### What is the Life Insurance Code of Practice?

We are committed to the Life Insurance Code of Practice (the Code). The Code outlines the life insurance industry's key commitments and obligations to our customers, ensuring that we act with honesty, fairness and transparency. For more information on the Code, please visit our website.

### What you need to know about your policy

As part of our commitment to the Life Insurance Life Code of Practice, it is important to inform you that before making any changes, such as cancelling or replacing this policy, there are risks you need to consider. For example, if cover is cancelled,



the same cover may not be available to you, you may not be eligible for any cover, or you may be offered cover on different terms, even if your new policy is with TAL.

If you wish to make a claim, please contact us on the details below to obtain a claims pack. This will explain the information we need to assess the claim. You can also refer to the Product Disclosure Statement and your Policy Document for information on what may be required in the event of a claim.

If you would like to change the terms of your policy or if you are having trouble meeting your premium payments, we may be able to offer you options to assist. Please speak to your financial adviser or call us on the number below to discuss the options that might be available to you.

#### Do you need help?

<p>For any assistance, clarification or concerns, please contact TAL's Customer Service team:</p> <p><b>Phone:</b> 1300 209 088 <b>Email:</b> customerservice@tal.com.au</p>	<p>For advice on your cover and financial strategy, please contact your financial adviser:</p> <p>Tom Graham <b>Phone:</b> (07) 5561 8800 <b>Email:</b> lauren@simmonsivingstone.com.au</p>
<p>You can manage your cover anywhere, anytime with myTAL. Just log in at <a href="http://www.tal.com.au">www.tal.com.au</a> and register using your email address.</p> <p>TAL regularly introduces improvements to Accelerated Protection to provide the best protection we can offer to you, your family or your business. The upgrade booklet outlines what improvements have been introduced to Accelerated Protection over time that may now apply to your policy.</p> <p>To obtain a copy of your Product Disclosure Statement, Policy Document and Upgrade Booklet you can log onto myTAL via <a href="http://tal.com.au">tal.com.au</a> or contact us.</p>	

#### Privacy

TAL Privacy Policy is available on our website at [www.tal.com.au/Privacy-Policy](http://www.tal.com.au/Privacy-Policy) or is available free of charge on request.

Thank you for entrusting TAL with your life insurance.

Yours sincerely

**TAL**

TAL Customer Service

## Glossary

To understand more about pricing, refer to the original PDS issued to you.

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### Agreed Value

If you have chosen 'Agreed Value' and we have received complete and accurate financial evidence to establish the Benefit Amount, then we will pay the Benefit Amount shown in the last Policy Schedule.

If you have chosen 'Agreed Value' and we haven't received complete and accurate financial evidence to establish the Benefit Amount (including any subsequent application for increases), in the event of a claim you will be required to provide complete and accurate financial evidence to support the Benefit Amount. The financial evidence provided must be to our satisfaction.

### Any Occupation TPD

If you choose "Any Occupation" TPD cover, you may be eligible to claim if you suffer illness or injury and are totally and permanently disabled to the extent that you are unlikely to ever work in any jobs suited to your education, training or experience.

### Benefit Amount

Benefit or Benefit Amount means the monthly amount or lump sum amount, as shown on your Policy Schedule, that we will pay you upon receipt of and acceptance by us, of a valid claim for the respective Plan on your Policy. For Income Protection (Standard and Premier), the amount we pay you is determined by the option you have chosen (Agreed Value or Indemnity) plus increases under Inflation Protection and less any Income Protection Adjustments if applicable.

### Cover

Cover or Covered refers to the circumstances in which a Benefit Amount is payable in accordance with your Policy. The Cover your Policy provides is shown in your Policy Schedule.

### Indemnity

If you have chosen 'Indemnity' as specified in your Policy Schedule, your monthly Earnings will be used to determine the Benefit Amount payable. In some circumstances, the full Benefit Amount may not be payable and may be reduced to reflect your income prior to claim. For example, if your income has reduced or the Benefit Amount has increased due to Inflation Protection but your income has not increased to the same extent, the amount payable to you may be reduced to reflect your actual income. Refer to your Policy Schedule, Policy Document or financial adviser for more information.

### Inflation Protection

If you selected Inflation Protection, we will increase the Benefit Amount to keep up with inflation as per the terms stated in your Policy Document. If this applies to your policy, we will increase your Benefit Amount at each policy anniversary and a new premium will be calculated to reflect the increased Benefit Amount using your current Age and Premium Type (i.e. Stepped or Level Premium).

You can choose to decline this increase at each policy anniversary or remove Inflation Protection for future policy anniversaries.

### Level Premium

If you choose Level Premiums, the premium is based on your age at the Plan start date. The below are some factors to help you understand what can cause your Level Premiums to increase:

- your Benefit Amount increases (including as a result of Inflation Protection);
- you include a new Plan or benefit option;
- we review our costs and pricing;
- if we increase the premium rate across all policyholders;
- If you choose 'Level to 65' premiums, your premiums will convert to Stepped premiums on the policy anniversary before age 65.
- If you choose 'Level to 70' premiums, your premiums will convert to Stepped premiums on the policy anniversary before age 70.
- If a Policy discount no longer applies or Government duties or charges increase.

**Guaranteed level premium – Life insurance only**

Level premium rates for Life insurance are guaranteed not to increase until the Policy anniversary date before your:

- 65th birthday, where Level premium to age 65 is selected; or
- 70th birthday, where Level premium to age 70 is selected,

Except if there is any increase in tax, duty or charge introduced by government. This does not apply to Critical Illness, Child's Critical Illness, TPD or Income Protection insurance or Business Expense.

**Own Occupation TPD**

If you choose "Own Occupation" TPD cover, you may be eligible to claim if you suffer illness or injury and are totally and permanently disabled to the extent that you are unlikely to ever work in your current occupation.

**Plan**

Plan means how your policy has been designed, and refers to insurance benefits and options under Life insurance, Critical Illness insurance, Child's Critical Illness insurance, TPD insurance and Income Protection insurance. Your original Policy Schedule outlined the Plans applicable to your policy at the time. Your anniversary notice outlines the Plan at each policy anniversary.

**Premium**

This is the amount you must pay to maintain your policy. This also includes Fees, Government duties and charges and discounts if applicable. Premium payments can be made monthly, quarterly, half-yearly or yearly.

**Premium Type**

Your premium type is the way your premiums are calculated as you age. These can be either Level or Stepped premiums, to suit your financial strategy.

**Stepped Premium**

If you choose Stepped premiums, the premium is calculated based on your total Benefit Amount (with or without inflation) and your age as at each policy anniversary. The premium will generally increase at each policy anniversary.

30 March 2023

**Private & Confidential**  
P J M Meyer SMS F Pty Ltd  
20 Promenade Circuit  
HOPE ISLAND QLD 4212

Dear Trustee

**Accelerated Protection**

**Policy Number:** 1855088  
**Life Insured:** Megan Meyer

**We've revised your insurance policy**

We're writing to confirm we've reduced the benefit amount for Megan Meyer, effective 14 April 2023.

**Your financial future is still secure**

While the details may have changed, your TAL insurance policy continues to safeguard your financial future. Take a look at the table below to see how much we would pay if an eligible claim was made on this policy.

<b>Person insured</b>	<b>Megan Meyer</b>
Benefit Name:	Life Insurance Plan
Benefit Amount:	\$170,000
Benefit Name:	TPD Insurance (Attached)
Benefit Amount:	\$170,000

Where two of the same type of benefits are named above, the benefits are cumulative, but different terms and conditions may apply to each benefit.

Your next yearly premium will be due on 14 September 2023, which you're currently paying by Direct Debit.

**You're entitled to a refund**

This revision to your policy means you are entitled to a \$297.88 refund, which has been credited to your nominated account.

The enclosed Policy Schedule replaces your previous one and shows the changes we've made. It now forms part of your policy documentation. Please take the time to check all the details are correct and if they're not, let us know, so we can update our records. Be sure to keep it with your other insurance documents in a safe place as it will be useful if you need to make a claim in the future.

**We're here to help**

If you have any questions, call our friendly staff on 1300 209 088, Monday to Friday between 8.00am and 7.00pm (AEST/AEDT) or email [customerservice@tal.com.au](mailto:customerservice@tal.com.au). Alternatively, you can contact your financial adviser, Tom Graham on (07) 5561 8800, or by emailing [Lauren@simmonsivingstone.com.au](mailto:Lauren@simmonsivingstone.com.au). We've also provided a copy of this letter to Tom Graham.



Adviser Copy

11-8

Adviser Copy

Thank you for choosing TAL.

Yours sincerely,

**TAL**

TAL Customer Service

## Policy Schedule

This document lists the benefits and options that apply to the life insured. Along with the Policy Document, this important document defines your insurance policy. Please keep all these documents in a safe place, they will be useful if you ever need to make a claim.

## Accelerated Protection

This is the name of your insurance product

## Your Policy Details

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<b>Policy Number:</b>	<b>1855088</b>
<b>Policy Owner:</b>	P J M Meyer SMS F Pty Ltd
<b>Start Date:</b>	14 September 2020
<b>Expiry Date:</b>	14 September 2068

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## Insured and Benefit Details

<b>Life Insured:</b>	Megan Meyer
<b>Date of Birth:</b>	19 January 1969
<b>Gender:</b>	Female
<b>Smoking Status:</b>	Non-smoker
<b>Benefit Name:</b>	Life Insurance Plan
<b>Benefit Amount:</b>	\$170,000
<b>Benefit Start Date:</b>	14 September 2020
<b>Benefit Expiry Date:</b>	14 September 2068
<b>Premium Basis:</b>	Stepped

## Special conditions and exclusions

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- The premium shown above has been increased by 50% by an agreement between the policy owner and TAL Life Limited.

**Benefit Name:** TPD Insurance (Attached)  
**Benefit Amount:** \$170,000  
**Benefit Start Date:** 14 September 2020  
**Benefit Expiry Date:** 14 September 2033  
**Premium Basis:** Stepped  
**TPD Definition:** Any Occupation

**Special conditions and exclusions**

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- The premium shown above has been increased by 50% by an agreement between the policy owner and TAL Life Limited.
- 

**Important Note:** Where you have indicated that this cover being applied for with TAL is to replace existing cover with either TAL or another life insurance company, you must cancel the existing cover. No claim will be paid in respect of this Policy unless the previous cover has been cancelled. If the previous cover is not cancelled and a claim occurs, any premiums paid to TAL will be refunded, and no benefit will be paid.

Adviser Copy

## Payment Details

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<b>Total Yearly Premium:</b>	<b>\$1,486.98</b>
<b>Insurance Premium:</b>	\$1,402.17
<b>Policy Fee:</b>	\$84.81
<b>State Register:</b>	Queensland
<b>Payment Method:</b>	Direct Debit
<b>Next Premium Due Date:</b>	14 September 2023 and yearly after that
<b>Policy Anniversary Date:</b>	14 September 2023 and each succeeding 14 September

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Adviser Copy



11 July 2022

PJM MEYER SMSF PTY LTD A T F PJM MEYER  
SMSF  
20 PROMENADE CIRCUIT  
HELENSVALE QLD 4212

Policy number	518565300
Renewal date	24 August 2022
Payment due	\$1,288.96
Payment frequency	Yearly
Payment method	Direct Debit

## ClearView LifeSolutions

Here are some of the great benefits of your cover:

### Worldwide cover

You are covered 24 hours a day anywhere in the world.

### ClearView has you covered

In 2020-21 ClearView paid \$93.8 million in benefits, supporting our customers through especially tough times.

### Payment Options

Billor code:196568  
Ref:518565300

Call 132 979  
Set up a direct debit from a bank account. Visa or Mastercard.



Need help?  
Please contact your adviser or call our Australia based Contact Centre on 132 979.

Dear Trustee,

Your financial protection policy is due for renewal soon and we're looking forward to covering you for another year. Thank you for choosing us for your life insurance needs.

### There is nothing for you to do

As you have a direct debit set up on your policy we will continue to debit your nominated bank account or credit card as usual. This notice is for your information only.

### Benefits of continuing your cover

ClearView cannot cancel or further restrict your cover, regardless of any change in your health, occupation or pastimes.

If you cancel your cover or don't pay your premium, your cover will end and you may not be able to get the same (or in some cases any) cover elsewhere. A financial adviser may be able to help assess whether this is a risk for you.

### Our approach to Claims

Our Claims Philosophy sets out our commitment to supporting you by helping identify eligible benefits and paying them as quickly as possible. More details at [clearview.com.au/life-insurance/claims](http://clearview.com.au/life-insurance/claims).

### Your premium for the next 12 months

Each year your premium is recalculated and your new premium for the coming year is set out at the top of this page.

Below we set out the factors that affect your premium.

On the last page of this letter, there are further details of the amount insured and premium for each type of cover you hold.

### Some of the factors affecting your cover and premium

It is important that your cover remains appropriate for you. The following table provides some areas of your cover. You may wish to discuss your cover with your financial adviser or you may call us directly on 132 979.

Amount of Cover	In general, the higher the amount of cover, the higher your premium will be.
Indexation Benefit (where applicable)	Your amount of cover and the resulting premium automatically increase with inflation each year. You may choose to opt out and keep your amount of cover unchanged.
Selected features and options	In general, if you added an option to your policy, your premium will be higher. For Income Protection Cover, some features such as the waiting period and benefit period also impact your premium.
Premium type	<b>Stepped premium:</b> You have cover with a stepped premium type, which means your premiums are recalculated each year based on changing benefit amounts and your increase in age. These age increases become higher as you get older.
Premium Rate	Premium rates are not guaranteed. ClearView may review the premium rates both up or down and will apply any changes to all policies in a defined group.

#### Premium rate review

ClearView has recently reviewed premium rates on all policies in accordance with the 'Can premium rates change' section of the Product Disclosure Statement.

If your cover includes Trauma or Income Protection with a longer benefit period such as to age 60, 65 or 70, your premium has increased because of a review by ClearView. Level premium rates for all covers have also been increased.

These reviews were in response to the following conditions:

- **Low interest rates:** Australia is facing a lower interest rate environment. The interest earned by insurers when investing premium payments has been lower than expected. This has particularly impacted Level premiums.
- **Higher claim payments:** Across the life insurance industry, insurers have paid more Income Protection claims than expected. While this means that ClearView has had the opportunity to support more Australians in need, the cost has increased. This has resulted in premium increases across the market.
- **Regulatory guidance:** The Australian Prudential Regulation Authority, the government regulator for all life insurers, has been concerned about the Income Protection market and the industry losses. All life insurers are reviewing their Income Protection portfolios in response to these requirements.

Any increases in premiums because of this premium rate review will only come into effect from the second anniversary of your policy.

#### Importance of your cover

Your financial protection cover provides important security that helps to put your mind at ease. If your circumstances have changed, there are options to help make your cover more affordable. We understand the priority of keeping protected. Please speak to your financial adviser or contact ClearView on 132 979.

We talk to hundreds of customers each year who are grateful that they have financial protection

Help at a time of grief	"Not only was dad's policy paid out quickly but throughout the process I was able to pick up the phone and talk to someone kind and responsive about my application. This made an enormous difference during one of the most difficult times in my life."  <i>Colin, son of the late Michael</i>
Income protection	"Over the years, I never doubted the value of life insurance because I was so used to paying health insurance and car insurance that I just treated it as another necessary expense. I never thought something like this (surgery and recovery for a serious tumour) would ever happen to me but it did and I'm so grateful I took out cover as a young woman."  <i>Jenna</i>

#### Privacy Policy

We have recently updated our Privacy Policy which is available on our website [https://www.clearview.com.au/privacy-policy-\(information-handling-policy-1\)](https://www.clearview.com.au/privacy-policy-(information-handling-policy-1)).

12-3

**Easy access, fast answers**

Please speak to your financial adviser or contact us on 132 979 or email to [life@clearview.com.au](mailto:life@clearview.com.au) if you:

- Have any questions about your policy or policy terms.
- Are having difficulty making payments.
- Are lodging a claim.

We're committed to great service and that means we're always ready to help.

Yours sincerely



**John Perosh**  
Manager, Life Operations

12.4

**Your cover and premium details**

**Policy number :** 518565300

**Policy owner :** PJM Meyer SMSF Pty Ltd A T F PJM Meyer SMSF

**Life insured :** Paul Jeffrey Meyer      Non smoker      New Cover Reward discount reset to 10%

**Paul Jeffrey Meyer**

Cover type	Non indexed details		Renewal details		
	Benefit	Premium	Benefit	Premium	Indexed
Life Cover	\$165,000	\$526.48	\$170,775	\$544.90	Yes
TPD Cover (Non-working) linked to Life Cover	\$165,000	\$718.90	\$170,775	\$744.06	Yes

**Premium and payment summary**

<b>Paul Jeffrey Meyer</b>	<b>\$1,288.96</b>
<b>Yearly premium</b>	<b>\$1,288.96</b>

**Need help?**

<b>Your adviser</b>	Thomas Graham	07 5561 8800 lauren@simmonsivingstone.com.au
<b>Customer Service Centre</b>	132 979 8am to 7pm (Sydney time), Monday to Friday	life@clearview.com.au

cityofgoldcoast.com.au/rates  
(07) 5667 5995 or 1300 366 659

**Notice number**  
2 4020354 7

**Date of issue**  
25 July 2022



041 - 74540 - 24066 - RC  
Pjm Meyer Smsf Pty Ltd  
C / - Effective Management  
PO BOX 1404  
PARADISE POINT QLD 4216

**Current rating period:**  
1 July 2022 to 31 December 2022

**\$1,124.30**

(see back for payment options)

**Due date for payment:**  
25 August 2022

**Total amount payable after due date:**  
\$1,204.45

(interest penalty applies after due date)

42 Outrigger Circuit, HOPE ISLAND QLD 4212  
Lot 2426 SP313560

(Payments received after 06 July 2022 may not be included on this notice)

<b>State Government and associated charges</b>	(see rate assessment page for details)	<b>\$118.70</b>
<b>Council rates and charges</b>	(see rate assessment page for details)	<b>\$1,085.75</b>
Less 10% Council discount on GENERAL RATE if full payment received by the due date		<b>\$80.15CR</b>
<b>Amount payable if paid by: 25 August 2022</b>		<b>\$1,124.30</b>

To view your rating category statement and other rate notice inserts online, visit [cityofgoldcoast.com.au/inserts](http://cityofgoldcoast.com.au/inserts)

To make a **voluntary** contribution towards the acquisition and enhancement of the City's koala habitat, please use the BPAY® details on the reverse.



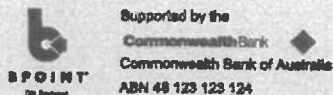
0822800240860204  
AU\_1-6\_8\_009051 / 004528 / 024086

**In Person / Mail Payment Advice**

Name: Pjm Meyer Smsf Pty Ltd  
Ref: 2 4020354 7

\*419 240203547

**Credit**



Billers Code: 676217  
Ref: 2 4020354 7



Date: / /  
Cash:   
Cheques (see reverse):

Total Amount Payable  
If paid by: 25 August 2022

**\$1,124.30**

Total Amount Payable  
If paid after: 25 August 2022

**\$1,204.45**

Teller stamp  
and initials

No. of  
Cheques

For Credit  
**Gold Coast City Council**

Tran Code: **831**    User ID: **066684**    Customer Reference No.: **000002402035479**

\$

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Current rating period 1 July 2022 to 31 December 2022

**CHARGES CONSOLIDATED ON RATE NOTICE**

42 Outrigger Circuit, HOPE ISLAND QLD 4212  
Lot 2426 SP313560

**DETAILS OF STATE GOVERNMENT AND ASSOCIATED CHARGES**

<b>VOLUNTEER FIRE BRIGADE</b>	
Volunteer Fire Brigade Separate Charge	\$1.00
<b>EMERGENCY MANAGEMENT</b>	
RESIDENTIAL UNIT that is a lot 1 @ \$117.70	\$117.70
<b>TOTAL OF STATE GOVERNMENT AND ASSOCIATED CHARGES</b>	<b>\$118.70</b>

**DETAILS OF COUNCIL RATES AND CHARGES**

<b>OPEN SPACE INCLUDING KOALA HABITAT</b>	
Open Space Including Koala Habitat, Maintenance and Enhancement Separate Charge	\$27.75
<b>WASTE MANAGEMENT</b>	
PART A - Waste Management Utility Charge (General)	\$152.00
PART B - Waste Management Utility Charge (State Waste Levy Cost Component)*	\$0.00
<b>RECYCLING</b>	
Recycling Utility Charge	\$5.00
<b>GENERAL RATE</b>	
CATEGORY 2B -Residential 2 \$21,572 AV @ \$0.00354646 (minimum amount applied)	\$801.50
<b>RECREATIONAL SPACE</b>	
Recreational Space Separate Charge	\$14.50
<b>CITY TRANSPORT</b>	
City Transport Improvement Separate Charge	\$85.00
<b>TOTAL OF COUNCIL RATES AND CHARGES</b>	<b>\$1,095.75</b>

For licensed rental properties, full payment of the general rate levied on this rate notice is deemed to be a renewal of rental property licence under Local Law No.16 (Licensing) for the current rating period.

\* Council, as the operator of a levyable waste disposal site, is liable to pay a monthly waste levy to the State under the Waste Reduction and Recycling Act 2011. For the financial year 2022/2023, the State will pay Council, as a local government affected by the waste levy, an annual payment in the amount of \$24,312,189, in one instalment on 24th June 2022. The purpose of the payment is to mitigate any direct impacts of the waste levy on households in Council's local government area, therefore your waste management Part B charge as seen above is \$0.00.



0822800240860304  
AU\_1-8\_009063 / 004527 / 024086

2 4020354 7  
Pjm Meyer Smsf Pty Ltd

**Optional: Annual Rate Payment**

for Period 1 July 2022 to 30 June 2023

OPENING BALANCE OF YOUR RATE ACCOUNT	RATES BILLED FOR THIS JULY TO DECEMBER	RATES BILLABLE FOR NEXT JANUARY TO JUNE	REDUCTIONS TO CHARGES (FOR 12 MTHS)	DISCOUNT AVAILABLE	ANNUAL AMOUNT PAYABLE BY 25 August 2022
\$0.00	\$1,204.45	\$1,204.45	\$0.00	\$160.30CR	\$2,248.60

13-3

cityofgoldcoast.com.au/rates (07) 5667 5995 or 1300 366 659

Notice number 2 4020354 7 Date of issue 16 January 2023

Current rating period: 1 January 2023 to 30 June 2023

\$1,124.30 (see back for payment options)

Due date for payment: 16 February 2023

Total amount payable after due date: \$1,204.45 (interest penalty applies after due date)

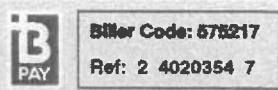
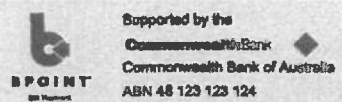
041 - 44267 - 21294 Pjm Meyer Smsf Pty Ltd C/- Effective Management PO BOX 1404 PARADISE POINT QLD 4216

42 Outrigger Circuit, HOPE ISLAND QLD 4212 Lot 2426 SP313560 (Payments received after 29 December 2022 may not be included in this notice)

Table with 2 columns: Description and Amount. Rows include State Government and associated charges (\$118.70), Council rates and charges (\$1,085.75), Less 10% Council discount (\$80.15CR), and Amount payable if paid by: 16 February 2023 (\$1,124.30).

To view your rating category statement and other rate notice inserts online, visit cityofgoldcoast.com.au/inserts

To make a voluntary contribution towards the acquisition and enhancement of the City's koala habitat, please use the BPAY\* details on the reverse.



Date / / Cash Cheques (see reverse)

Total Amount Payable if paid by: 16 February 2023 \$1,124.30

Total Amount Payable if paid after: 16 February 2023 \$1,204.45

Teller stamp and Initials

No. of Cheques

For Credit Gold Coast City Council

Tran Code 831 User ID 066684 Customer Reference No. 000002402035479

\$

0844960212940110 AU\_1-6\_5\_008533 / 004267 / 021294

13-4

**CHARGES CONSOLIDATED ON RATE NOTICE**

42 Outrigger Circuit, HOPE ISLAND QLD 4212  
Lot 2426 SP313560

**DETAILS OF STATE GOVERNMENT AND ASSOCIATED CHARGES**

<b>VOLUNTEER FIRE BRIGADE</b>	
Volunteer Fire Brigade Separate Charge	\$1.00
<b>EMERGENCY MANAGEMENT</b>	
RESIDENTIAL UNIT that is a lot 1 @ \$117.70	\$117.70
<b>TOTAL OF STATE GOVERNMENT AND ASSOCIATED CHARGES</b>	<b>\$118.70</b>

**DETAILS OF COUNCIL RATES AND CHARGES**

<b>OPEN SPACE INCLUDING KOALA HABITAT</b>	
Open Space including Koala Habitat, Maintenance and Enhancement Separate Charge	\$27.75
<b>WASTE MANAGEMENT</b>	
PART A - Waste Management Utility Charge (General)	\$152.00
PART B - Waste Management Utility Charge (State Waste Levy Cost Component)*	\$0.00
<b>RECYCLING</b>	
Recycling Utility Charge	\$5.00
<b>GENERAL RATE</b>	
CATEGORY 2B -Residential 2 \$21,572 AV @ \$0.00354646 (minimum amount applied)	\$801.50
<b>RECREATIONAL SPACE</b>	
Recreational Space Separate Charge	\$14.50
<b>CITY TRANSPORT</b>	
City Transport Improvement Separate Charge	\$85.00
<b>TOTAL OF COUNCIL RATES AND CHARGES</b>	<b>\$1,085.75</b>

For licensed rental properties, full payment of the general rate levied on this rate notice is deemed to be a renewal of rental property licence under Local Law No.16 (Licensing) for the current rating period.

\* Council, as the operator of a levyable waste disposal site, is liable to pay a monthly waste levy to the State under the *Waste Reduction and Recycling Act 2011*. For the financial year 2022/2023, the State has paid Council, as a local government affected by the waste levy, an annual payment in the amount of \$24,312,189, in one instalment on 24th June 2022. The purpose of the payment is to mitigate any direct impacts of the waste levy on households in Council's local government area, therefore your waste management Part B charge as seen above is \$0.00.



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AU\_1-6\_5\_008535 / 004268 / 021294

**View and pay your rates online with My Account.**

Register today.  
[cityofgoldcoast.com.au/myaccount](http://cityofgoldcoast.com.au/myaccount)



EBM RCP PN413  
11 April 2023

PJM Meyer SMSF Pty Ltd  
C/- Effective Management Pty Ltd  
PO Box 1404  
PARADISE POINT QLD 4216

Hi there,

Your landlord insurance policy with EBM RentCover is due for renewal. Before renewing cover, we want to make sure your policy still meets the needs of your rental property. It may not be suitable if:

- \* The property is not a standard residential rental property (e.g. is it a hostel, shipping container, motel, etc)
- \* The property has been sold
- \* The property is no longer used as a rental, or you now live in the property
- \* The way it is rented out has changed (e.g. it has changed from a long-term rental to a short-term rental or vice versa)
- \* You have taken out cover elsewhere and forgotten to let us know

Changes to your rental property can impact cover. If something has changed at your rental property, it is important that you let us know. We can talk you through different options. Contact EBM RentCover for help - 1800 661 662.

You should also know that if your property is in Western Australia that there have been some changes to coverage, with the extension for Domestic Workers Compensation no longer included as part of this landlord's insurance. If you require cover for domestic workers employed by you at the property you will now need to source an alternate policy for those needs.

If nothing has changed and you believe the policy is still suitable, great. You do not need to do anything. Simply pay the premium owing and your policy will automatically renew.

Your premium is below, and we have compared the price of your policy to last year - this will allow you to clearly see any changes in your premium.

	Last Year	This Year
Base Premium	\$ 283.70	\$ 333.35
Emergency Services Levy	\$	\$
Goods and Services Tax	\$ 28.37	\$ 33.34
Stamp Duty	\$ 28.09	\$ 33.01
Special + Admin Fees	\$ 28.95	\$ 29.36
GST on Fees	\$ 2.89	\$ 2.94
<b>Total Premium</b>	<b>\$ 372.00</b>	<b>\$ 432.00</b>

For a breakdown of what makes up your premium, please visit:  
[www.RentCover.com.au/Info-Centre/How-we-work-in-the-marketplace](http://www.RentCover.com.au/Info-Centre/How-we-work-in-the-marketplace)

We endeavor to keep premium increases to a minimum. However, sometimes they are necessary to ensure we can continue offering the services our clients have come to know and love. If you have any questions or concerns about your premium, cover, or claims please contact the EBM RentCover team.

Thank You.  
**The EBM RentCover Team.**

PJM Meyer SMSF Pty Ltd  
C/- Effective Management Pty Ltd  
PO Box 1404  
PARADISE POINT QLD 4216

**TAX INVOICE I4645479**

Invoice Date : 03.04.2023  
Client Number : EBM RCP PN413  
Invoice Ref : I4645479 Cover No : 1477798/002  
Class : RentCoverUltra  
Placement with/by : Various Insurers  
Period : 02.06.2023 to 02.06.2024  
Agent Name : Effective Management Pty Ltd

Premium	333.35
Stamp Duty	33.01
Admin Fee	29.36
SubTotal Excl. GST	395.72
GST Total	36.28
<b>Total Amount \$</b>	<b>432.00</b>

**TRANSACTION DESCRIPTION**

\*\* RENEWAL \*\*

INSURED  
PJM Meyer SMSF Pty Ltd

PROPERTY INSURED  
42 Outrigger Circuit HOPE ISLAND

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**PAYMENT OPTIONS (our credit terms are 30 days)**

Client Number : EBM RCP PN413 Client Name : PJM Meyer SMSF Pty Ltd  
Invoice No : I4645479 Cover No : 1477798/002 Brief Description: 42 Outrigger Circuit HOPE ISLA  
Agent Name : Effective Management Pty Ltd Agent Code : EM10/EM10



Billor Code: 20362  
Reference: 4027 4330 1530 40743

**Total Amount \$ 432.00**

Cheque or Money Order : Payable to EBM Insurance Brokers (please return with this remittance slip)



\*498 402743 30153040743



**COVER SUMMARY**

<b>CLIENT</b>	<b>PLACEMENT WITH/BY</b>	11.04.23
Paul Meyer PJM Meyer SMSF Pty Ltd C/- Effective Management Pty Ltd PO Box 1404 PARADISE POINT QLD 4216	Various Insurers	

<b>CLASS OF RISK</b>	<b>PERIOD OF INSURANCE</b>	
RentCoverUltra	From: 2nd June 2023	
	To : 2nd June 2024	at 4.00pm Local Time
Policy No : 34-AG48201-SRP	Our Ref : EBM RCP PN413 1477798/002	

**COVER SUMMARY**      This summary is not a policy document and is only an outline of the cover. The terms conditions and limitations of the Insurer's policy shall prevail at all times.

RENTCOVER SECTION:	312.91
CONTENTS SECTION:	86.79
	-----
Broker Fee	32.30
Total Premium	432.00
	=====

**INSURED DETAILS:**

INSURED : PJM Meyer SMSF Pty Ltd  
SITUATION : 42 Outrigger Circuit HOPE ISLAND  
POSTCODE : 4212  
DWELLINGS : 1

**RENTCOVER SECTION:**

**POLICY DETAILS**

For full details of cover, please refer to the PDS and Policy Wording

Section 1 : Cover for your Premises and Contents (Fixtures & Fittings)  
- Tenant and Accidental Damage

Sum Insured: \$ 70,000

Excesses : Section 1  
 Malicious damage by tenant \$400 per claim  
 Theft by tenant \$400 per claim  
 Accidental damage \$400 per event

Section 2 : Cover for your Premises - Insured Events  
 Section 2 is inoperative

INSURER	POLICY NUMBER	PROPORTION
RentCover Underwriting Agency HAWTHORN EAST VIC 3123	34-AG48201-SRP	100.0000%
* SUPPORTING INSURERS		
- QBE Insurance (Australia) Ltd 82 Pitt Street SYDNEY NSW 2000	100.0000%	

**CONTENTS SECTION:**

Section 3 : Cover for your Contents - Insured Events  
 Sum Insured: \$ 70,000  
 Accidental & Malicious Damage by Tenant to Non-Fixed Contents Not Insured

Excesses : Sections 2 & 3  
 Earthquake or Tsunami \$250 per event  
 Cyclone \$500 per event  
 all other claims \$200 per event

INSURER	POLICY NUMBER	PROPORTION
RentCover Underwriting Agency ABBOTSFORD VIC 3067	34-AU03545-HHH	100.0000%
* SUPPORTING INSURERS		
- QBE Insurance (Australia) Ltd 82 Pitt Street SYDNEY NSW 2000	100.0000%	

**SPECIAL ENDORSEMENTS:**

Section 4 : Cover for Rent and legal Expenses  
 Sum Insured  
 Up to \$1,500 per week loss of rent  
 Legal Expenses  
 Up to \$5,000

Section 5 : Cover for your Legal Liability - Property owners  
 Limit of Liability

14-5

**COVER SUMMARY**

\$30,000,000 any one occurrence plus approved legal costs

Section 6 : Cover for your Taxation Audit

Sum Insured

- 1) Up to \$1,000 any one audit
- 2) Up to \$2,000 any one policy period
- 3) Up to \$4,000 in total for all policies you have insured with us.

Excesses : Sections 4, 5 and 6  
Nil excess applicable

Special Notice : Please note that we have placed, renewed or varied this policy of insurance under an authority given to us by the Insurers and will therefore be effecting the contract as agents of the Insurers and not as your agent.

Bushfire Notice : There will be no cover provided under this policy in respect to any loss or damage arising out of or in connection with bush fires for a period of 72 hours from:

- the commencement date of this insurance (if a new policy); or
- the date any additional covers or increases in sums insured or loss limits added by endorsements.

Policy Wording : QM2178-0221

**Premium Details :**

Premium	333.35
Stamp Duty	33.01
Broker Fee	29.36
GST	36.28
<b>TOTAL</b>	<b>432.00</b>

14-b



**GENERAL ADVICE NOTICE**

<b>CLIENT</b>	<b>PLACEMENT WITH/BY</b>	<b>11.04.23</b>
Paul Meyer PJM Meyer SMSF Pty Ltd C/- Effective Management Pty Ltd PO Box 1404 PARADISE POINT QLD 4216	Various Insurers	
<b>Your account is managed by:</b> UNIT23 Queensland		

<b>CLASS OF RISK</b>	<b>PERIOD OF INSURANCE</b>
RentCoverUltra	From: 2nd June 2023 To : 2nd June 2024 at 4.00pm Local Time
Policy No : 34-AG48201-SRP	Our Ref : EBM RCP PN413 1477798/002/01

**GENERAL ADVICE NOTICE**

In respect to this transaction, we have provided general advice only and not personal advice. In giving this advice we have not taken into account your personal circumstances, objectives, financial situation or needs.

Please read the policy documentation, including any Product Disclosure Statement to ensure the policy satisfies your requirements.

If you have any queries or require a copy of the Product Disclosure Statement or our Financial Services Guide, please contact your EBM Account Manager or Representative.

**All Class Property Maintenance**  
 28 Halyard Crescent  
 Hope Island QLD 4212  
 0450 581 553  
 lindsaycook0909@gmail.com  
 ABN 36735016375



## Tax Invoice

**INVOICE TO**  
 Cova Management

**INVOICE NO.** 2170  
**DATE** 22/08/2022  
**DUE DATE** 29/08/2022  
**TERMS** Final Payment within  
 7 days of completion

ACTIVITY	GST	AMOUNT
<b>Services</b>	<b>GST</b>	<b>175.00</b>
42 Outrigger Crt Cova		
Rehinge main bathroom and bedroom doors/ Remove doors, realein hinges and and door catch plates. refit ndoors Doors opening and cllosing freely.		

We appreciate your business and look forward to helping you again soon.

Please pay account to:  
 All Class Property Maintenance  
 BSB: 084 707  
 Account Number: 807712092

<b>SUBTOTAL</b>	<b>175.00</b>
<b>GST TOTAL</b>	<b>17.50</b>
<b>TOTAL</b>	<b>192.50</b>
<b>BALANCE DUE</b>	<b>A\$192.50</b>

15.2



# TAX INVOICE

Effective Management Pty Ltd

**Invoice Date**  
31 May 2023

**Invoice Number**  
INV-2227

**Reference**  
42 Outrigger Cct, Hope  
Island

**ABN**  
88 750 282 619

Express Electrical & Air  
Conditioning Pty Ltd  
ATF Bettridge Family Trust  
OXENFORD QLD 4210  
AUSTRALIA

Item	Description	Quantity	Unit Price	GST	Amount AUD
	Work completed:	1.00	60.00	10%	60.00
	Interconnected smoke alarms tested - 5 Safety switches tested - 10				
	SMOKE ALARMS AS PER AUSTRALAIN STANDARD 3786-1993 AUSTRALIAN BUILDING CODE PART 3.7.2.3 RCD TESTING AS PER AS/NZS 3760-2003				
	This is to certify that a twelve-monthly inspection has been carried out in accordance with the above code on this date: 31/05/2023.				
	Job # 00017				
				Subtotal	60.00
				TOTAL GST 10%	6.00
				<b>TOTAL AUD</b>	<b>66.00</b>

## Due Date: 7 Jun 2023

Please use your invoice number as a reference when making payment.

Payable to:

BANK: Suncorp  
ACCOUNT NAME: Express Electrical & Air Conditioning Pty Ltd  
BSB: 484799  
ACCOUNT: 609078223

Payments are to be made within 7 days from invoice date.

All materials supplied are the property of Express Electrical & Air Conditioning Pty Ltd until final payment has been made.

Providing great advice and quality workmanship is what we do best. If you have any queries, please do not hesitate to contact us at [contact@expresselectricalandair.com.au](mailto:contact@expresselectricalandair.com.au)



153

Thank you for your business.

Contractors Licence 154840  
ARC Licence L163339



[View and pay online now](#)



## PAYMENT ADVICE

To: Express Electrical & Air Conditioning Pty Ltd  
ATF Bettridge Family Trust  
OXENFORD QLD 4210  
AUSTRALIA

Customer	Effective Management Pty Ltd
Invoice Number	INV-2227
Amount Due	66.00
Due Date	7 Jun 2023

Amount Enclosed

Enter the amount you are paying above

# COVA CENTRAL RESIDENCES CTS 52381

ABN 92 762 782 174  
42 OUTRIGGER CIRCUIT HOPE ISLAND 4212



Managed by Ernst Body Corporate Management ABN 87 010 209 784 on behalf of the Body Corporate.

e. levies@ebcm.com.au  
t. +61 7 5519 2991  
w. ebcm.com.au  
a. PO Box 10374 Southport QLD 4215

## Body Corporate and Community Management Act 1997 NOTICE OF CONTRIBUTIONS

TAX INVOICE

PJM Meyer SMSF Pty Ltd  
Effective Management Pty Ltd  
PO Box 1404  
PARADISE POINT QLD 4216

Date of Notice	22 July 2022		
A/c No	84		
Lot No	2426	Unit No	420C
Contrib Ent.	10		
Interest Ent.	106		

Account	Period	Due Date	Amount	Discount	If received by	Net Amount
Administrative Fund	01/09/22 to 31/12/22	01/09/2022	\$971.67	\$0.00		\$971.67
Insurance	01/09/22 to 31/12/22	01/09/2022	\$101.16	\$0.00		\$101.16
<b>Totals</b>	<b>(Levies include GST)</b>		<b>\$1,072.83</b>	<b>\$0.00</b>		<b>\$1,072.83</b>

Taxable Supply is \$975.30 and GST is \$ 97.53

**Interest at the rate of 30.00% per annum (2.50% per month) is payable on overdue Levies.**

Please see below payment information

Teller stamp and initials	Sign up to receive your levy notice(s) /correspondence via email by visiting <a href="https://ebcm.com.au/electronic-communication-consent">https://ebcm.com.au/electronic-communication-consent</a>	Amount Paid
		\$
		Date Paid
		/ /

**Tel:** 1300 552 311  
**Ref:** 1552 1248 5

**Telephone:** Call this number to pay by credit card using a land line or mobile phone. International +613 8648 0158

**www.stratamax.com.au**  
**Ref:** 1552 1248 5

**Internet:** Visit this website to make a secure credit card payment over the Internet.

**Tel:** 1300 552 311  
**Ref:** 1552 1248 5

**Direct Debit:** Make auto payments directly from your nominated bank account or credit card. Go to [www.stratapay.com/ddr](http://www.stratapay.com/ddr) to register.

By using StrataPay payment options you are taken to have read and agreed to the User Terms & Conditions available at [www.stratapay.com](http://www.stratapay.com) or by phoning 1300 135 610. Additional charges may apply.



StrataPay Reference No.

**1552 1248 5**

Due Date

**01 Sep 22**

Amount

**\$1,072.83**

**BPAY** Biller Code: 96503  
Ref: 216553404 1000 0000 848

**BPay:** Contact your participating financial institution to make a payment from your cheque or savings account.

**Post Billpay** In Person: Pay in-store at Australia Post by cheque or EFTPOS

**Mail:** Send this payment with your cheque to:  
DEFT Payment Systems, GPO Box 141  
Brisbane Qld 4001

Make cheques payable to:  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381



DEFT Reference Number  
216553404 1000 0000 848

Managed by  
EBCM  
Account  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381



\*496 216553404 10000000848

+216553404

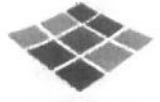
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# COVA CENTRAL RESIDENCES CTS 52381

ABN 92 762 782 174  
42 OUTRIGGER CIRCUIT HOPE ISLAND 4212

16-2



**ERNST**

Managed by Ernst Body Corporate Management ABN 87 010 209 784 on behalf of the Body Corporate.

e. levies@ebcm.com.au  
t. +61 7 5518 2891  
w. ebcm.com.au  
a. PO Box 10374 Southport QLD 4215

## Body Corporate and Community Management Act 1997 NOTICE OF CONTRIBUTIONS

TAX INVOICE

PJM Meyer SMSF Pty Ltd  
Effective Management Pty Ltd  
PO Box 1404  
PARADISE POINT QLD 4216

Date of Notice	09 December 2022		
A/c No	84		
Lot No	2426	Unit No	420C
Contrib Ent.	10		
Interest Ent.	106		

Account	Period	Due Date	Amount	Discount	If received by	Net Amount
Administrative Fund	01/01/23 to 30/04/23	15/01/2023	\$999.17	\$0.00		\$999.17
Insurance	01/01/23 to 30/04/23	15/01/2023	\$160.69	\$0.00		\$160.69
<b>Totals (Levies include GST)</b>			<b>\$1,159.86</b>	<b>\$0.00</b>		<b>\$1,159.86</b>
Taxable Supply is \$1,054.42 and GST is \$ 105.44						
Interest at the rate of 30.00% per annum (2.50% per month) is payable on overdue Levies.						
<b>Please see below payment information</b>						

Teller stamp and initials

Amount Paid
\$
Date Paid
/ /

**Tel: 1300 552 311**      **Telephone:** Call this number to pay by credit card using a land line or mobile phone. International +613 8648 0158  
Ref: 1552 1248 5

**www.stratamax.com.au**      **Internet:** Visit this website to make a secure credit card payment over the internet.  
Ref: 1552 1248 5

**Tel: 1300 552 311**      **Direct Debit:** Make auto payments directly from your nominated bank account or credit card. Go to www.stratapay.com/ldr to register.  
Ref: 1552 1248 5

By using StrataPay payment options you are taken to have read and agreed to the User Terms & Conditions available at www.stratapay.com or by phoning 1390 135 610. Additional charges may apply.

**STRATAPAY**  
A Smarter Way...

VISA    MasterCard    American Express

Account Reference  
2426/420C 52381/100000084  
Reference Name  
PJM Meyer SMSF Pty Ltd

StrataPay Reference No.  
**1552 1248 5**

Due Date  
**15 Jan 23**

Amount  
**\$1,159.86**

**BPAY** Biller Code: 96503      BPay: Contact your participating financial institution to make a payment from your cheque or savings account.  
Ref: 216553404 1000 0000 848

**Post EFTPOS** In Person: Pay in-store at Australia Post by cheque or EFTPOS

**Mail:** Send this payment with your cheque to:  
DEFT, GPO Box 141  
Brisbane Qld 4001

Make cheques payable to:  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381

**DEFT**  
MACQUARIE BANK

DEFT Reference Number  
216553404 1000 0000 848

Managed by  
EBCM  
Account  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381



+216553404      10000000848<      000115986< 4+

16.3

### Account History

Date	Description	Administrative Fund	Sinking Fund	Other	Total	Balance
	Brought forward				1,029.54	1,029.54
19/05/21	Receipt	-1,029.54			-1,029.54	0.00
22/07/21	01/09/21 To 30/11/21	814.60			814.60	814.60
02/08/21	Receipt	-814.60			-814.60	0.00
29/09/21	Special 28/10/21	300.00			300.00	300.00
30/09/21	Receipt	-300.00			-300.00	0.00
08/12/21	01/01/22 To 30/04/22	1,050.20			1,050.20	1,050.20
08/12/21	01/02/22 To 30/04/22			151.74	151.74	1,201.94
30/12/21	Receipt	-1,050.20		-151.74	-1,201.94	0.00
23/03/22	01/05/22 To 31/08/22	1,050.20		151.74	1,201.94	1,201.94
31/03/22	Receipt	-1,050.20		-151.74	-1,201.94	0.00
22/07/22	01/09/22 To 31/12/22	971.67		101.16	1,072.83	1,072.83

# COVA CENTRAL RESIDENCES CTS 52381

ABN 92 762 782 174  
42 OUTRIGGER CIRCUIT HOPE ISLAND 4212

16.4

Managed by Ernst Body Corporate Management ABN 87 010 209 784 on behalf of the Body Corporate.

e. levies@ebcm.com.au  
t. +61 7 5519 2991  
w. ebcm.com.au  
a. PO Box 10374 Southport QLD 4215



## Body Corporate and Community Management Act 1997 NOTICE OF CONTRIBUTIONS

TAX INVOICE

PJM Meyer SMSF Pty Ltd  
Effective Management Pty Ltd  
PO Box 1404  
PARADISE POINT QLD 4216

Date of Notice	22 March 2023		
A/c No	84		
Lot No	2426	Unit No	420C
Contrib Ent.	10		
Interest Ent.	106		

Account	Period	Due Date	Amount	Discount	If received by	Net Amount
Administrative Fund	01/05/23 to 31/08/23	01/05/2023	\$999.17	\$0.00		\$999.17
Insurance	01/05/23 to 31/08/23	01/05/2023	\$160.69	\$0.00		\$160.69

**Totals (Levies include GST) \$1,159.86 \$0.00 \$1,159.86**

Taxable Supply is \$1,054.42 and GST is \$ 105.44

**Interest at the rate of 30.00% per annum (2.50% per month) is payable on overdue Levies.**

**Please see below payment information**

Teller stamp and initials

Sign up to receive your levy notice(s) /correspondence via email by visiting  
<https://ebcm.com.au/electronic-communication-consent>

Amount Paid
\$
Date Paid
/ /

**Tel: 1300 552 311** Telephone: Call this number to pay by credit card using a land line  
Ref: 1552 1248 5 or mobile phone. International +613 8648 0158

**www.stratamax.com.au** Internet: Visit this website to make a secure credit card payment  
Ref: 1552 1248 5 over the internet.

**Tel: 1300 552 311** Direct Debit: Make auto payments directly from your nominated bank  
Ref: 1552 1248 5 account or credit card. Go to [www.stratapay.com/ddr](http://www.stratapay.com/ddr) to register.

By using StrataPay payment options you are taken to have read and agreed to the User Terms & Conditions available at [www.stratapay.com](http://www.stratapay.com) or by phoning 1300 135 610. Additional charges may apply.



StrataPay Reference No.

**1552 1248 5**

Due Date

**01 May 23**

Amount

**\$1,159.86**

**BPAY** Biller Code: 96503 BPay: Contact your participating financial institution to  
Ref: 216553404 1000 0000 848 make a payment from your cheque or savings account.

**Post Billpay In Person:** Pay in-store at Australia Post by cheque or EFTPOS

**Mail:** Send this payment with your cheque to:  
DEFT, GPO Box 141  
Brisbane Qld 4001

**Make cheques payable to:**  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381



DEFT Reference Number  
216553404 1000 0000 848

Managed by  
EBCM  
Account  
BODY CORPORATE FOR  
COVA CENTRAL RESIDENCES  
CTS 52381



\*496 216553404 10000000848

+216553404

10000000848<

000115986< 4+

16-5

## Account History

Date	Description	Administrative Fund	Sinking Fund	Other	Total	Balance
	Brought forward				300.00	300.00
30/09/21	Receipt	-300.00			-300.00	0.00
08/12/21	01/01/22 To 30/04/22	1,050.20			1,050.20	1,050.20
08/12/21	01/02/22 To 30/04/22			151.74	151.74	1,201.94
30/12/21	Receipt	-1,050.20		-151.74	-1,201.94	0.00
23/03/22	01/05/22 To 31/08/22	1,050.20		151.74	1,201.94	1,201.94
31/03/22	Receipt	-1,050.20		-151.74	-1,201.94	0.00
22/07/22	01/09/22 To 31/12/22	971.67		101.16	1,072.83	1,072.83
27/07/22	Receipt	-971.67		-101.16	-1,072.83	0.00
09/12/22	01/01/23 To 30/04/23	999.17		160.69	1,159.86	1,159.86
28/12/22	Receipt	-999.17		-160.69	-1,159.86	0.00
22/03/23	01/05/23 To 31/08/23	999.17		160.69	1,159.86	1,159.86

CITY OF **GOLDCOAST** Water and Sewerage Rate Notice

cityofgoldcoast.com.au/water  
(07) 5667 5995 or 1300 366 659

Notice number **8 4020354 9** Date of issue **8 August 2022**



041 - 10083 - 4297  
PJM MEYER SMSF PTY LTD  
C / - EFFECTIVE MANAGEMENT  
PO BOX 1404  
PARADISE POINT QLD 4216

Current Billing Period: **17-1**  
5 May 2022 to 28 July 2022

Amount due: **\$290.52**

(see back for payment options)

Due date for payment:

**8 September 2022**

(interest penalty applies after due date)

To make payment

cityofgoldcoast.com.au/rates

42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560

(Payments received after 31 July 2022 may not be included in this notice)

**Water and sewerage charges** (see account page for details) **\$290.52**  
(INCLUDES STATE BULK WATER PRICE)

**Amount payable if paid by: 8 SEPTEMBER 2022 \$290.52**

My Account is the secure and convenient way to manage your City services online. Sign up for My Account to check your rates and water notices, view your account balances online, and change your contact details and address. Also, to make it easier to manage your payments, eligible property owners can apply for extra time to pay rates and water bills. For more information visit [cityofgoldcoast.com.au/myaccount](http://cityofgoldcoast.com.au/myaccount)



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CITY OF **GOLDCOAST**

**In Person / Mail Payment Advice**

Name: PJM MEYER SMSF PTY LTD  
Ref: 8 4020354 9

\*419 840203549

**Credit**



Supported by the  
Commonwealth Bank  
Commonwealth Bank of Australia  
ABN 48 123 123 124



Billers Code: 868745  
Ref: 8 4020354 9



Post  
Billpay

Date / /  
Cash  
Cheques (see reverse)

Total amount payable  
Due by: **8 September 2022**

**\$290.52**

Teller stamp  
and initials

No of  
Cheques

For Credit  
Gold Coast City Council

Tran Code 831 User ID 066684 Customer Reference No 000008402035492

\$

+757+

17-2

Account for:  
42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560

**LOCAL GOVERNMENT DISTRIBUTION AND RETAIL PRICE**

**SEWERAGE ACCESS CHARGES**

57 days charged at \$1.9838 per day (billing period 5/5/22 to 30/6/22)	\$113.07
28 days charged at \$1.9838 per day (billing period 1/7/22 to 28/7/22)	\$55.54

**WATER ACCESS CHARGES**

57 days charged at \$0.5810 per day (billing period 5/5/22 to 30/6/22)	\$33.11
28 days charged at \$0.6586 per day (billing period 1/7/22 to 28/7/22)	\$18.44

**WATER USAGE CHARGES**

10 kilolitres charged at \$1.117 per kL (usage period 5/5/22 to 30/6/22)	\$11.17
6 kilolitres charged at \$1.181 per kL (usage period 1/7/22 to 28/7/22)	\$7.08

**STATE BULK WATER PRICE**

**WATER USAGE CHARGES**

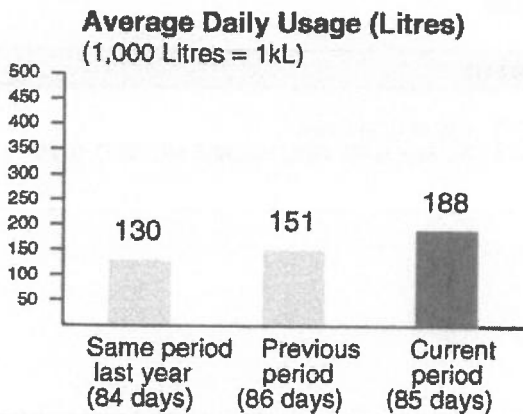
10 kilolitres charged at \$3.231 per kL (usage period 5/5/22 to 30/6/22)	\$32.31
6 kilolitres charged at \$3.301 per kL (usage period 1/7/22 to 28/7/22)	\$19.80

**TOTAL CHARGES INCLUDED IN THE RATE NOTICE**

**\$290.52**

**WATER METER READINGS**

Meter Number	Current Read Date	Current Reading	Previous Read Date	Previous Reading	#Days Charged	Cons (kL)
20W002166-IT	28 JUL 22	68	4 MAY 22	52	85	16
<b>TOTAL(kL)</b>						<b>16</b>



Your average daily water usage = 188 litres (or 0.188 kL)  
Your total average daily cost = \$3.41

The city's average daily residential water usage = 428 litres (or 0.428 kL) per property.

The property's water usage may be influenced by a number of factors including number of occupants, property type, property size and own water use behaviours. If you're concerned about your usage, visit [cityofgoldcoast.com.au/waterleaks](http://cityofgoldcoast.com.au/waterleaks) for instructions on how to check for concealed leaks.



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CITY OF **GOLDCOAST** Water and Sewerage Rate Notice

Gold Coast City Council ABN 81 858 548 400 Page 1

cityofgoldcoast.com.au/water  
(07) 5667 5995 or 1300 366 659

Notice number  
**8 4020354 9**

Date of Issue  
**7 November 2022**



041 - 9078 - 4342  
PJM MEYER SMSF PTY LTD  
C/- EFFECTIVE MANAGEMENT  
PO BOX 1404  
PARADISE POINT QLD 4216

**Current Billing Period:**  
29 July 2022 to 31 October 2022

Amount due:  
**\$318.24**  
*(see back for payment options)*

Due date for payment:  
**8 December 2022**  
*(interest penalty applies after due date)*

To make payment  
cityofgoldcoast.com.au/rates

42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560

(Payments received after 30 October 2022 may not be included in this notice)

**Water and sewerage charges** *(see account page for details)* **\$318.24**  
**(INCLUDES STATE BULK WATER PRICE)**

**Amount payable if paid by: 8 DECEMBER 2022** **\$318.24**

My Account is the secure and convenient way to manage your City services online. Sign up for My Account to check your rates and water notices, view your account balances online, and change your contact details and address. Also, to make it easier to manage your payments, eligible property owners can apply for extra time to pay rates and water bills. For more information visit cityofgoldcoast.com.au/myaccount

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CITY OF **GOLDCOAST**

**In Person / Mail Payment Advice**  
Name: PJM MEYER SMSF PTY LTD  
Ref: 8 4020354 9

\*419 840203549 **Credit**



Supported by the  
**Commonwealth Bank**  
Commonwealth Bank of Australia  
ABN 48 123 123 124



Billier Code: 888746  
Ref: 8 4020354 9



Date: / /  
Cash:  
Cheques (see reverse):

Total amount payable  
Due by: **8 December 2022**  
**\$318.24**

Teller stamp  
and initials

No. of  
Cheques

For Credit  
**Gold Coast City Council**

Tran Code: **831** User ID: **066684** Customer Reference No: **000008402035492**

\$

+757+

17-4

Account for:  
 42 OUTRIGGER CIRCUIT, HOPE ISLAND  
 L 2426 SP313560

**LOCAL GOVERNMENT DISTRIBUTION AND RETAIL PRICE**

**SEWERAGE ACCESS CHARGES**

95 days charged at \$1.9838 per day  
 (billing period 29/7/22 to 31/10/22) \$188.46

**WATER ACCESS CHARGES**

95 days charged at \$0.6586 per day  
 (billing period 29/7/22 to 31/10/22) \$62.56

**WATER USAGE CHARGES**

15 kilolitres charged at \$1.181 per kL  
 (usage period 29/7/22 to 31/10/22) \$17.71

**STATE BULK WATER PRICE**

**WATER USAGE CHARGES**

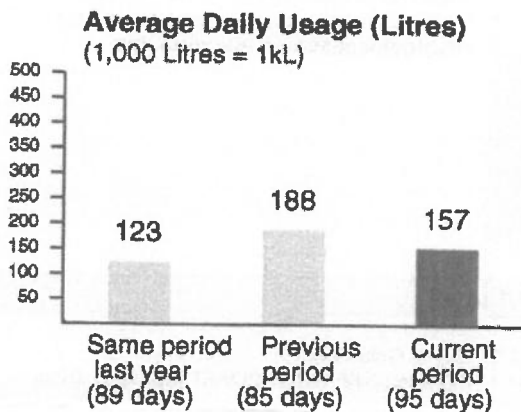
15 kilolitres charged at \$3.301 per kL  
 (usage period 29/7/22 to 31/10/22) \$49.51

**TOTAL CHARGES INCLUDED IN THE RATE NOTICE**

**\$318.24**

**WATER METER READINGS**

Meter Number	Current Read Date	Current Reading	Previous Read Date	Previous Reading	#Days Charged	Cons (kL)
20W002166-IT	31 OCT 22	83	28 JUL 22	68	95	15
<b>TOTAL(kL)</b>						<b>15</b>



**Your average daily water usage = 157 litres (or 0.157 kL)**  
**Your total average daily cost = \$3.34**

**The city's average daily residential water usage = 428 litres (or 0.428 kL) per property.**

The property's water usage may be influenced by a number of factors including number of occupants, property type, property size and own water use behaviours. If you're concerned about your usage, visit [cityofgoldcoast.com.au/waterleaks](http://cityofgoldcoast.com.au/waterleaks) for instructions on how to check for concealed leaks.



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CITY OF **GOLDCOAST** Water and Sewerage Rate Notice

cityofgoldcoast.com.au/water  
(07) 5667 5995 or 1300 366 659

Notice number **8 4020354 9** Date of Issue **6 February 2023**



041 - 6157 - 2074  
PJM MEYER SMSF PTY LTD  
C/- EFFECTIVE MANAGEMENT  
PO BOX 1404  
PARADISE POINT QLD 4216

**Current Billing Period:**  
1 November 2022 to 27 January 2023

Amount due:  
**\$295.26**  
(see back for payment options)

Due date for payment:  
**9 March 2023**  
(interest penalty applies after due date)  
**To make payment**  
cityofgoldcoast.com.au/rates

42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560  
(Payments received after 29 January 2023 may not be included in this notice)

**Water and sewerage charges** (see account page for details) **\$295.26**  
(INCLUDES STATE BULK WATER PRICE)

**Amount payable if paid by: 9 MARCH 2023 \$295.26**

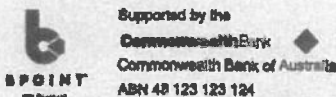
My Account is the secure and convenient way to manage your City services online. Sign up for My Account to check your rates and water notices, view your account balances online, and change your contact details and address. Also, to make it easier to manage your payments, eligible property owners can apply for extra time to pay rates and water bills. For more information visit [cityofgoldcoast.com.au/myaccount](http://cityofgoldcoast.com.au/myaccount)

CITY OF **GOLDCOAST**

**In Person / Mail Payment Advice**

Name: PJM MEYER SMSF PTY LTD  
Ref: 8 4020354 9

\*419 840203549 **Credit**



Billier Code: 868745  
Ref: 8 4020354 9



Date: / /  
Cash:   
Cheques (see reverse):

Total amount payable  
Due by: **9 March 2023**

**\$295.26**

Teller stamp  
and initials

No. of  
Cheques

For Credit  
**Gold Coast City Council**

Tran Code: **831** User ID: **066684** Customer Reference No.: **000008402035492**

\$

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17-6

Account for:  
42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560

**LOCAL GOVERNMENT DISTRIBUTION AND RETAIL PRICE**

**SEWERAGE ACCESS CHARGES**

88 days charged at \$1.9838 per day (billing period 1/11/22 to 27/1/23) \$174.57

**WATER ACCESS CHARGES**

88 days charged at \$0.6586 per day (billing period 1/11/22 to 27/1/23) \$57.95

**WATER USAGE CHARGES**

14 kilolitres charged at \$1.181 per kL (usage period 1/11/22 to 27/1/23) \$16.53

**STATE BULK WATER PRICE**

**WATER USAGE CHARGES**

14 kilolitres charged at \$3.301 per kL (usage period 1/11/22 to 27/1/23) \$46.21

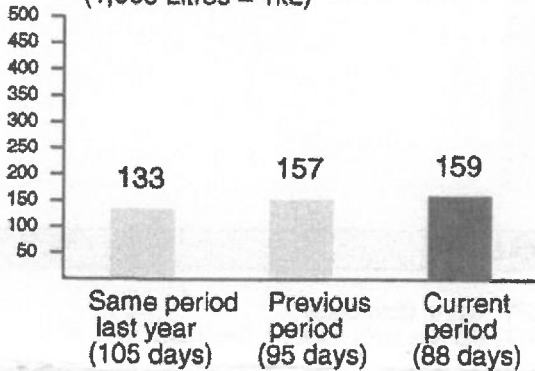
**TOTAL CHARGES INCLUDED IN THE RATE NOTICE**

**\$295.26**

**WATER METER READINGS**

Meter Number	Current Read Date	Current Reading	Previous Read Date	Previous Reading	#Days Charged	Cons (kL)
20W002166-IT	27 JAN 23	97	31 OCT 22	83	88	14
<b>TOTAL(kL)</b>						<b>14</b>

**Average Daily Usage (Litres)**  
(1,000 Litres = 1kL)



Your average daily water usage = 159 litres (or 0.159 kL)  
Your total average daily cost = \$3.35

The city's average daily residential water usage = 428 litres (or 0.428 kL) per property.

The property's water usage may be influenced by a number of factors including number of occupants, property type, property size and own water use behaviours. If you're concerned about your usage, visit [cityofgoldcoast.com.au/waterleaks](http://cityofgoldcoast.com.au/waterleaks) for instructions on how to check for concealed leaks.

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CITY OF **GOLDCOAST** Water and Sewerage Rate Notice

cityofgoldcoast.com.au/water  
(07) 5667 5995 or 1300 366 659

Notice number **8 4020354 9** Date of issue **15 May 2023**

  
041 - 7210 - 3438  
PJM MEYER SMSF PTY LTD  
C/- EFFECTIVE MANAGEMENT  
PO BOX 1404  
PARADISE POINT QLD 4216

**Current Billing Period:** 17-1  
28 January 2023 to 2 May 2023  
**Amount due:**  
**\$313.76**  
*(see back for payment options)*  
**Due date for payment:**  
**15 June 2023**  
*(Interest penalty applies after due date)*  
**To make payment**  
cityofgoldcoast.com.au/rates

42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560  
**(Payments received after 7 May 2023 may not be included in this notice)**

<b>Water and sewerage charges</b> (Includes State Bulk Water Price)	<i>(see account page for details)</i>	<b>\$313.76</b>
<b>Amount payable if paid by: 15 JUNE 2023</b>		<b>\$313.76</b>

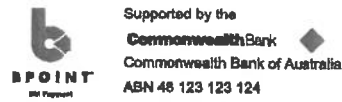
My Account is the secure and convenient way to manage your City services online. Sign up for My Account to check your rates and water notices, view your account balances online, and change your contact details and address. Also, to make it easier to manage your payments, eligible property owners can apply for extra time to pay rates and water bills. For more information visit [cityofgoldcoast.com.au/myaccount](http://cityofgoldcoast.com.au/myaccount)


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CITY OF **GOLDCOAST**

**In Person / Mail Payment Advice**  
Name: PJM MEYER SMSF PTY LTD  
Ref: 8 4020354 9

\*419 840203549 **Credit**



 **Billers Code: 868745**  
**Ref: 8 4020354 9**



Date / /  
Cash  
Cheques (see reverse)

Total amount payable  
Due by: **15 June 2023**  
  
**\$313.76**

Teller stamp and initials

No. of Cheques

For Credit  
**Gold Coast City Council**  
Tran Code **8 3 1** User ID **0 6 6 6 8 4** Customer Reference No. **0 0 0 0 0 8 4 0 2 0 3 5 4 9 2**

\$

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178

Account for:  
42 OUTRIGGER CIRCUIT, HOPE ISLAND  
L 2426 SP313560

**LOCAL GOVERNMENT DISTRIBUTION AND RETAIL PRICE**

**SEWERAGE ACCESS CHARGES**

95 days charged at \$1.9838 per day (billing period 28/1/23 to 2/5/23) \$188.46

**WATER ACCESS CHARGES**

95 days charged at \$0.6586 per day (billing period 28/1/23 to 2/5/23) \$62.56

**WATER USAGE CHARGES**

14 kilolitres charged at \$1.181 per kL (usage period 28/1/23 to 2/5/23) \$16.53

**STATE BULK WATER PRICE**

**WATER USAGE CHARGES**

14 kilolitres charged at \$3.301 per kL (usage period 28/1/23 to 2/5/23) \$46.21

**TOTAL CHARGES INCLUDED IN THE RATE NOTICE**

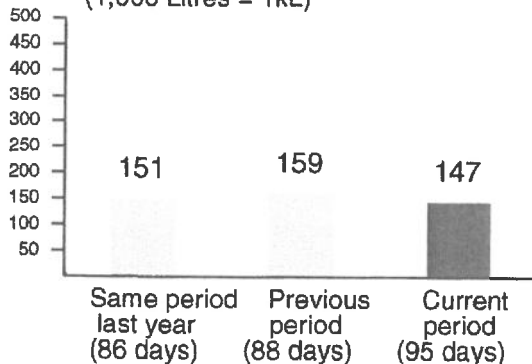
**\$313.76**

**WATER METER READINGS**

Meter Number	Current Read Date	Current Reading	Previous Read Date	Previous Reading	#Days Charged	Cons (kL)
20W002166-IT	2 MAY 23	111	27 JAN 23	97	95	14
<b>TOTAL(kL)</b>						<b>14</b>

**Average Daily Usage (Litres)**

(1,000 Litres = 1kL)



**Your average daily water usage = 147 litres (or 0.147 kL)**

**Your total average daily cost = \$3.30**

**The city's average daily residential water usage = 428 litres (or 0.428 kL) per property.**

The property's water usage may be influenced by a number of factors including number of occupants, property type, property size and own water use behaviours. If you're concerned about your usage, visit [cityofgoldcoast.com.au/waterleaks](http://cityofgoldcoast.com.au/waterleaks) for instructions on how to check for concealed leaks.



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**Macquarie Bank Limited**  
 ABN 46 008 583 542 | AFS Licence Number 237502  
 Macquarie Banking and Financial Services Group, a Member of the Macquarie Group

**Office address**  
 1 Shelley Street, Sydney NSW 2000

**Client service**  
 1800 806 310  
 transact@macquarie.com

**Postal address**  
 GPO Box 2520, Sydney NSW 2001

**Financial services professionals**  
 1800 808 508  
 adviser@macquarie.com

Offices also in Melbourne, Brisbane, Perth and Adelaide.

Fax 1800 550 140

Visit us online at [macquarie.com.au](http://macquarie.com.au)

PJM MEYER SMSF PTY LTD ATF PJM  
 20 PROMENADE CIRCUIT, HOPE ISLAND, QLD 4212



02 August 2023

**BSB:** 182-512  
**Account Number:** 000968225730

**Account Name:**  
 PJM MEYER SMSF PTY LTD ATF PJM  
 MEYER SMSF

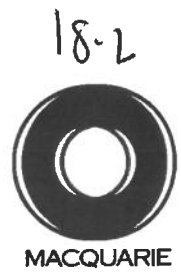
**Account open date:** 06 August 2020

The following balances and interest details are provided for the above account for the 2022 - 2023 financial year:

<b>Account balance as at 30/06/2023</b>	<b>\$22,073.80</b>
<b>Gross income paid during 2022 - 2023 financial year</b>	<b>\$440.16</b>

If you would like any further information regarding the above, please contact your financial services professional or Macquarie on **1800 806 310**.

This information has been prepared by Macquarie Bank Limited ABN 46 008 583 542 for general information purposes only, without taking into account any potential investors' personal objectives financial situations or needs. Before acting on this general information, you must consider its appropriateness having regard to your own objectives, financial situations and needs. All potential investors should obtain financial, legal and taxation information before making any decision regarding a particular financial product.



# Macquarie Cash Management Account

MACQUARIE BANK LIMITED  
ABN 46 008 583 542 AFSL 237502

enquiries 1800 806 310  
transact@macquarie.com  
www.macquarie.com.au

GPO Box 2520  
Sydney, NSW 2001



PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

1 Shelley Street  
Sydney, NSW 2000

account balance **\$22,658.37**  
as at 30 Dec 22

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

transaction	description	debits	credits	balance
30.06.22	OPENING BALANCE			22,104.60
01.07.22	Deposit		EFFECTIVE MANAGE MEYER-EFFECTIVE MA 2,668.08	24,772.68
01.07.22	BPAY	BPAY TO PRAEMIUM - SMA 3,500.00		21,272.68
12.07.22	Direct debit	Infocus Infocus 208.33		21,064.35
13.07.22	Deposit		SuperChoice P/L PC070722-169451055 957.59	22,021.94
19.07.22	Deposit		SuperChoice P/L PC180722-162302222 3,455.00	25,476.94
21.07.22	Deposit		SuperChoice P/L PC140722-162048974 701.35	26,178.29
29.07.22	Interest		MACQUARIE CMA INTEREST PAID* 7.38	26,185.67
01.08.22	Deposit		EFFECTIVE MANAGE MEYER-EFFECTIVE MA 470.95	26,656.62
03.08.22	BPAY	BPAY TO PRAEMIUM - SMA 3,500.00		23,156.62
12.08.22	Direct debit	Infocus Infocus 208.33		22,948.29
22.08.22	Funds transfer	034115 MEYEPC1 253.00		22,695.29

## how to make a transaction

online  
Log in to [www.macquarie.com.au/personal](http://www.macquarie.com.au/personal)

by phone  
Call 133 275 to make a phone transaction

transfers from another bank account  
Transfer funds from another bank to this account:  
BSB 182 512  
ACCOUNT NO. 968225730

deposits using BPay  
From another bank



Bill code: 667022  
Ref: 968 225 730

continued on next





Macquarie Cash Management Account

enquiries 1800 806 310

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

transaction	description	debits	credits	balance
23.08.22	BPAY	BPAY TO AUSTRALIAN SECURITIES & INV	59.00	22,636.29
24.08.22	Deposit	SuperChoice P/L PC230822-176209380	2,121.30	24,757.59
25.08.22	Direct debit	CLEARVIEWLIFEINV 518565300014240368	1,288.96	23,468.63
26.08.22	Deposit	SuperChoice P/L PC190822-175937529	583.16	24,051.79
31.08.22	Interest	MACQUARIE CMA INTEREST PAID*	15.89	24,067.68
01.09.22	Deposit	EFFECTIVE MANAGE MEYER-EFFECTIVE MA	3,714.60	27,782.28
01.09.22	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00	24,282.28
12.09.22	Direct debit	Infocus Infocus	208.33	24,073.95
14.09.22	Direct debit	TAL Life Limited 1855088-C3809466	2,306.15	21,767.80
20.09.22	Deposit	SuperChoice P/L PC190922-150933366	4,064.83	25,832.63
28.09.22	Deposit	SuperChoice P/L PC210922-157346976	728.95	26,561.58
30.09.22	Interest	MACQUARIE CMA INTEREST PAID*	21.51	26,583.09
30.09.22	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00	23,083.09
03.10.22	Deposit	EFFECTIVE MANAGE MEYER-EFFECTIVE MA	1,429.64	24,512.73
12.10.22	Direct debit	Infocus Infocus	208.33	24,304.40
17.10.22	Deposit	SuperChoice P/L PC101022-155348989	883.00	25,187.40
18.10.22	Deposit	SuperChoice P/L PC171022-197166403	3,285.00	28,472.40
19.10.22	Deposit	SuperChoice P/L PC131022-155804300	168.35	28,640.75
21.10.22	Deposit	SuperChoice P/L PC171022-197164891	583.16	29,223.91
31.10.22	Interest	MACQUARIE CMA INTEREST PAID*	31.57	29,255.48
01.11.22	Deposit	EFFECTIVE MANAGE MEYER-EFFECTIVE MA	3,144.10	32,399.58
01.11.22	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00	28,899.58
14.11.22	Direct debit	Infocus Infocus	208.33	28,691.25
18.11.22	Deposit	SuperChoice P/L PC141122-192050413	3,285.00	31,976.25
30.11.22	Interest	MACQUARIE CMA INTEREST PAID*	40.48	32,016.73
01.12.22	Deposit	EFFECTIVE MANAGE MEYER-EFFECTIVE MA	1,681.32	33,698.05
01.12.22	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00	30,198.05

continued on next



Macquarie Cash Management Account

enquiries 1800 806 310

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

	transaction	description	debits	credits	balance
08.12.22	Funds transfer	TAX INVOICE 035878	3,080.00		27,118.05
08.12.22	BPAY	BPAY TO AUSTRALIAN TAXATION OFFICE	5,292.44		21,825.61
12.12.22	Direct debit	Infocus Infocus	208.33		21,617.28
19.12.22	Deposit	SuperChoice P/L PC131222-192568482		583.16	22,200.44
19.12.22	Deposit	SuperChoice P/L PC161222-193105160		3,195.75	25,396.19
29.12.22	Deposit	SuperChoice P/L PC211222-193573478		723.56	26,119.75
30.12.22	Interest	MACQUARIE CMA INTEREST PAID*		38.62	26,158.37
30.12.22	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		22,658.37
		CLOSING BALANCE AS AT 30 DEC 22	38,029.53	38,583.30	22,658.37

\* Stepped interest rates for the period 1 July to 13 July: balances \$0.00 to \$4,999.99 earned 0.25% balances \$5,000.00 and above earned 0.25% pa (13 days); 14 July to 11 August: balances \$0.00 to \$4,999.99 earned 0.50% balances \$5,000.00 and above earned 0.50% pa (29 days); 12 August to 15 September: balances \$0.00 to \$4,999.99 earned 0.90% balances \$5,000.00 and above earned 0.90% pa (35 days); 16 September to 13 October: balances \$0.00 to \$4,999.99 earned 1.25% balances \$5,000.00 and above earned 1.25% pa (28 days); 14 October to 15 November: balances \$0.00 to \$4,999.99 earned 1.50% balances \$5,000.00 and above earned 1.50% pa (33 days); 16 November to 15 December: balances \$0.00 to \$4,999.99 earned 1.75% balances \$5,000.00 and above earned 1.75% pa (30 days); 16 December to 30 December: balances \$0.00 to \$4,999.99 earned 2.00% balances \$5,000.00 and above earned 2.00% pa (15 days)



## Macquarie Cash Management Account

enquiries 1800 806 310

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

Please note the following financial services companies and/or financial advisers have authority on your account.

Name	Authority Type
GRAHAM THOMAS J SLG FINANCIAL SERVICES PTY LTD	Enquiry authority
LIVINGSTONE SIMON SIMMONS LIVINGSTONE & ASSOCIATES	Enquiry authority

### Authority descriptions

Enquiry authority - you have authorised the third party to have access to information about your account.

Please consider carefully who you appoint as a third party authority on your account as we may follow their instructions as if they were yours. It is important that you understand this risk and carefully consider what level of authority you give to them. For more information on third party authority levels search 'Macquarie Help' in your browser to find our Help Centre.

## Macquarie Cash Management Account

enquiries 1800 806 310

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

### We offer several options that allow you to make payments and view transactions free of charge

- Electronic funds transfers up to \$5,000 a day using online banking.
- Increase your limit to \$100,000 using the Macquarie Authenticator App or nominate an account for unlimited transfers by contacting us.
- BPAY payments (subject to BPAY biller code limits) free of charge via online and mobile banking.
- Make the switch to free online statements by updating your preference online.

### About your account

- Interest is calculated on daily balances and paid monthly. The interest rate is variable and may change at any time without prior notice.
- For more information about your account including fees and charges, mistaken payments or unauthorised transactions, please read the terms and conditions for your product, available at [macquarie.com.au](http://macquarie.com.au) or by contacting us. If you have a complaint about our service, or to find out more about our dispute resolution procedures, please refer to [macquarie.com.au/feedback-and-complaints](http://macquarie.com.au/feedback-and-complaints).
- We've noticed that some applications may not have been opened with the desired entity type - for example, a trust account was intended to be opened but an individually held account was opened instead. Please check that your account name and structure is correct and contact us right away if you think there is an error.

### Protect your account

- Please check each entry on this statement. If you think there is an error or unauthorised transaction, please contact us right away.
- If you have new contact details, please contact us to update them.
- This statement should be kept in a safe place at all times. Please read the Product Information Statement for more details about keeping your account secure.

### Access to and sharing your data

- We may provide access to or share an electronic copy of your data (account details, balance, transaction history and personal information) with other parties at your or your Financial Services Professional's request. This includes people who work with or for your Financial Services Professional such as accountants, consultants, technology platform owner/operators and others, some of whom may not be in Australia.
- Please refer to the current offer document for more information and speak with your Financial Services Professional if you have questions about how your data may be used, disclosed and/or protected.

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## Macquarie Cash Management Account

MACQUARIE BANK LIMITED  
ABN 46 008 583 542 AFSL 237502

enquiries 1800 806 310  
transact@macquarie.com  
www.macquarie.com.au

GPO Box 2520  
Sydney, NSW 2001



PJM MEYER SMSF PTY LTD  
20 PROMENADE CIRCUIT  
HOPE ISLAND QLD 4212

1 Shelley Street  
Sydney, NSW 2000

account balance **\$22,073.80**  
as at 30 Jun 23

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

transaction	description	debits	credits	balance
30.12.22	OPENING BALANCE			22,658.37
03.01.23	Deposit EFFECTIVE MANAGE MEYER-EFFECTIVE MA		1,562.00	24,220.37
12.01.23	Deposit SuperChoice P/L PC060123-194994719		769.76	24,990.13
12.01.23	Direct debit Infocus Infocus	208.33		24,781.80
17.01.23	Deposit SuperChoice P/L PC120123-195859193		4,177.50	28,959.30
20.01.23	BPAY BPAY TO AUSTRALIAN TAXATION OFFICE	1,283.00		27,676.30
30.01.23	Deposit SuperChoice P/L PC230123-199217821		878.27	28,554.57
31.01.23	Interest MACQUARIE CMA INTEREST PAID*		45.58	28,600.15
01.02.23	Deposit EFFECTIVE MANAGE MEYER-EFFECTIVE MA		2,880.82	31,480.97
01.02.23	BPAY BPAY TO PRAEMIUM - SMA	3,500.00		27,980.97
13.02.23	Direct debit Infocus Infocus	208.33		27,772.64
28.02.23	Interest MACQUARIE CMA INTEREST PAID*		43.28	27,815.92

### how to make a transaction

online  
Log in to [www.macquarie.com.au/personal](http://www.macquarie.com.au/personal)

by phone  
Call 133 275 to make a phone transaction

transfers from another bank account  
Transfer funds from another bank to this account:  
BSB 182 512  
ACCOUNT NO. 968225730

deposits using BPay  
From another bank



Billers code: 667022  
Ref: 968 225 730

continued on next



## Macquarie Cash Management Account

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account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

	transaction	description	debits	credits	balance
28.02.23	Deposit	SuperChoice P/L PC210223-116192762		671.20	28,487.12
01.03.23	Deposit	EFFECTIVE MANAGE MEYER-EFFECTIVE MA		1,272.05	29,759.17
01.03.23	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		26,259.17
13.03.23	Direct debit	Infocus Infocus	208.33		26,050.84
24.03.23	BPAY	BPAY TO AUSTRALIAN TAXATION OFFICE	1,283.00		24,767.84
30.03.23	Deposit	SuperChoice P/L PC240323-157357235		723.56	25,491.40
30.03.23	Deposit	TAL Life Limited PAS1855088		297.88	25,789.28
31.03.23	Interest	MACQUARIE CMA INTEREST PAID*		46.98	25,836.26
31.03.23	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		22,336.26
03.04.23	Deposit	ONEPATH CUSTODIA ANZ092001000452786		20,614.27	42,950.53
03.04.23	Deposit	Effective Manage Outrigger Cct 42		1,876.04	44,826.57
05.04.23	BPAY	BPAY TO PRAEMIUM - SMA	21,000.00		23,826.57
11.04.23	Funds transfer	TRANSACT FUNDS TFR TO YUAN PROPERTY TRUS	1,876.04		21,950.53
12.04.23	Direct debit	Infocus Infocus	208.33		21,742.20
18.04.23	Deposit	SuperChoice P/L PC120423-159590316		2,537.66	24,279.86
28.04.23	Interest	MACQUARIE CMA INTEREST PAID*		42.99	24,322.85
01.05.23	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		20,822.85
02.05.23	Deposit	YUAN PROPERTY TR OUTRIGGER CCT 42		3,740.90	24,563.75
04.05.23	Deposit	SuperChoice P/L PC270423-191657998		904.45	25,468.20
12.05.23	Direct debit	Infocus Infocus	208.33		25,259.87
31.05.23	Interest	MACQUARIE CMA INTEREST PAID*		53.27	25,313.14
01.06.23	Deposit	YUAN PROPERTY TR OUTRIGGER CCT 42		3,122.27	28,435.41
01.06.23	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		24,935.41
08.06.23	Deposit	ATO ATO003000018063634		70.55	25,005.96
12.06.23	Direct debit	Infocus Infocus	208.33		24,797.63
23.06.23	Deposit	SuperChoice P/L PC190623-103999696		723.56	25,521.19
30.06.23	Interest	MACQUARIE CMA INTEREST PAID*		52.61	25,573.80

continued on next



### Macquarie Cash Management Account

enquiries 1800 806 310

account name PJM MEYER SMSF PTY LTD ATF PJM  
MEYER SMSF  
account no. 968225730

	transaction	description	debits	credits	balance
30.06.23	BPAY	BPAY TO PRAEMIUM - SMA	3,500.00		22,073.80
		CLOSING BALANCE AS AT 30 JUN 23	47,692.02	47,107.45	22,073.80

\* Stepped interest rates for the period 31 December to 21 February: balances \$0.00 to \$4,999.99 earned 2.00% balances \$5,000.00 and above earned 2.00% pa (53 days); 22 February to 21 March: balances \$0.00 to \$4,999.99 earned 2.10% balances \$5,000.00 and above earned 2.10% pa (28 days); 22 March to 18 May: balances \$0.00 to \$4,999.99 earned 2.25% balances \$5,000.00 and above earned 2.25% pa (58 days); 19 May to 22 June: balances \$0.00 to \$4,999.99 earned 2.50% balances \$5,000.00 and above earned 2.50% pa (35 days); 23 June to 30 June: balances \$0.00 to \$4,999.99 earned 2.75% balances \$5,000.00 and above earned 2.75% pa (8 days)



## Macquarie Cash Management Account

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MEYER SMSF  
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### annual interest summary 2022/2023

INTEREST PAID	440.16
TOTAL INCOME PAID	440.16



## Macquarie Cash Management Account

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MEYER SMSF  
account no. 968225730

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- BPAY payments (subject to BPAY biller code limits) free of charge via online and mobile banking.
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19-1



16 Cova Boulevard  
Hope Island QLD 4212  
Mob: 0411 576679  
E: admin@yuanproprerty.com.a

5 June 2023

PJM Meyer SMSF Pty Ltd  
20 Promenade Circuit  
Hope Island QLD 4212

**Re: Valuation of Property, Lot 2426 Cova Central Residences**

Dear Paul,

I would be happy to provide you with a valuation of your investment property located at 42 Outrigger Circuit Hope Island.

In providing this appraisal I have taken into consideration sales prices of other properties within the Cova development, Hope Island and immediate surrounding areas.

My research suggests that there is currently little comparable competition for this product, being an as new water-front terrace home.

Further to this, the sales market on the Northern end of the Gold Coast remains very strong, with many residents wishing to relocate from interstate.

Accordingly, I have established a valuation range for your waterfront terrace home. The Whitehaven floorplan has a North-easterly aspect. It is a 3-bedroom, 3.5 bathroom 3-level waterfront terrace home with a downstairs ensuited bedroom and the master ensuited bedroom on the upper level. The Whitehaven floor plan has a single lock-up garage with room for a second vehicle in the driveway.

The median valuation increase in Hope Island is 23% for a 12-month period, I believe that based on other sales within Cova, the sales value of 42 Outrigger Circuit would be between \$925,000 and \$950,000.

Median \$937500

I hope this appraisal helps you to understand the market value of the Cova Promenade terrace homes. Please feel free to contact me on 0411 576679, or via return email if you require any further information.

Regards,

Emma Cash  
Licensed Real Estate Agent - 4354908  
Yuan Property Pty Ltd

937500  
- 721.22 P+E  
458.38 @WBV  
29664.00  
-----  
\$906656.40  
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Queensland Titles Registry Pty Ltd  
ABN 23 648 568 101

<b>Title Reference:</b>	<b>51250183</b>	<b>Search Date:</b>	16/10/2023 11:38
<b>Date Title Created:</b>	23/04/2021	<b>Request No:</b>	45966936
<b>Previous Title:</b>	51250153		

#### ESTATE AND LAND

Estate in Fee Simple

LOT 2426 SURVEY PLAN 313560  
Local Government: GOLD COAST  
COMMUNITY MANAGEMENT STATEMENT 52381  
COMMUNITY MANAGEMENT STATEMENT 37420

#### REGISTERED OWNER

Dealing No: 720802772 19/05/2021

PJM MEYER SMSF PTY LTD A.C.N. 643 258 011 TRUSTEE  
UNDER INSTRUMENT 720802772

#### EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by  
Deed of Grant No. 10196124 (POR 2)

#### ADMINISTRATIVE ADVICES

NIL

#### UNREGISTERED DEALINGS

NIL

\*\* End of Current Title Search \*\*



20.1

## Activity statement 004

### Tax type summary

Income tax year	2023
Period	01 July 2022 - 30 June 2023
Type	Pay as you go Instalments
Balance	\$3,849.00 DR

### Transactions

Processed date	Effective date	Description	Debit (DR)	Credit (CR)	Balance
02/02/2023	28/02/2023	Original Activity Statement for the period ending 31 Dec 22 - PAYG Instalments	\$1,283.00		\$1,283.00 DR
26/04/2023	28/04/2023	Original Activity Statement for the period ending 31 Mar 23 - PAYG Instalments	\$1,283.00		\$2,566.00 DR
27/07/2023	28/07/2023	Original Activity Statement for the period ending 30 Jun 23 - PAYG Instalments	\$1,283.00		\$3,849.00 DR



20.2

## Activity statement 004

Date generated	02 August 2023
Overdue	\$0.00
Not yet due	\$0.00
Balance	\$0.00

## Transactions

6 results found - from 02 August 2021 to 02 August 2023 sorted by processed date ordered newest to oldest

Processed date	Effective date	Description	Debit (DR)	Credit (CR)	Balance
27 Jul 2023	28 Jul 2023	Original Activity Statement for the period ending 30 Jun 23 - PAYG Instalments	\$1,283.00		\$0.00
6 Jul 2023	5 Jul 2023	Payment received		\$1,283.00	\$1,283.00 CR
26 Apr 2023	28 Apr 2023	Original Activity Statement for the period ending 31 Mar 23 - PAYG Instalments	\$1,283.00		\$0.00
27 Mar 2023	24 Mar 2023	Payment received		\$1,283.00	\$1,283.00 CR
2 Feb 2023	28 Feb 2023	Original Activity Statement for the period ending 31 Dec 22 - PAYG Instalments	\$1,283.00		\$0.00
23 Jan 2023	20 Jan 2023	Payment received		\$1,283.00	\$1,283.00 CR



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## Income tax 002

Date generated	02 August 2023
Overdue	\$0.00
Not yet due	\$0.00
Balance	\$0.00

## Transactions

6 results found - from 02 August 2021 to 02 August 2023 sorted by processed date ordered newest to oldest

Processed date	Effective date	Description	Debit (DR)	Credit (CR)	Balance
5 Jun 2023	8 Jun 2023	EFT refund for Income Tax for the period from 01 Jul 21 to 30 Jun 22	\$70.55		\$0.00
5 Jun 2023	15 May 2023	Interest for early payment of Income Tax		\$70.55	\$70.55 CR
9 Dec 2022	8 Dec 2022	Payment received		\$5,292.44	\$0.00
24 Nov 2022	15 May 2023	Tax return Self Man Superfund - Income Tax for the period from 01 Jul 21 to 30 Jun 22	\$5,292.44		\$5,292.44 DR
16 Nov 2021	15 Nov 2021	Payment received		\$544.45	\$0.00
1 Nov 2021	28 Feb 2022	Tax return Self Man Superfund - Income Tax for the period from 01 Jul 20 to 30 Jun 21	\$544.45		\$544.45 DR