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Our Ref:  
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7 December 2020

Condon Super Co Pty Ltd  
1 Lakelands Close  
SHELL COVE NSW 2529

Dear Sir/Madam

**Your Sale to Mackaway**  
**Property: 42 Honeybee Crescent, Calderwood**

We are pleased to confirm that Contracts were exchanged on 7 December 2020.

The Contract is now binding upon both you and the Purchasers and settlement can be expected to take place on or before **Friday, 22 January 2021.**

It is necessary for you to keep all property insurance current until settlement. If Council and Water rates are due close to the settlement date, please let us know if you pay them.

The Agent is holding the deposit, and will account to you immediately following settlement.

We will keep you advised of the progress of your sale, such as to:

- Report on the progress of the matter;
- Answer any questions that you may have;
- Ensure that arrangements have been made for you to sign the Transfer;
- Confirm settlement arrangements; and
- Confirm that the payment details are correct.

As of 1<sup>st</sup> January 2020, once your matter is complete, we will send you your original Contract, we no longer store paper files, and any correspondence we hold will be kept electronically 7 years. We strongly advise you keep your Exchanged Contract and any Final Settlement Letters on record for your Tax purposes.

Should you have any questions in the meantime, feel free to contact Jennifer Barnes.

Yours faithfully  
**CVC Conveyancing**

A handwritten signature in black ink, appearing to read 'J Barnes', with a stylized flourish at the end.

**Jennifer Barnes**  
**Licensed Conveyancer**

**CVC will be closed from 1:00pm on Thursday, 24<sup>th</sup> December 2020 and will re-open 9:00am on Tuesday, 5<sup>th</sup> January 2021.**  
**Happy Holidays and Merry Christmas**