



Your personal settlement agent since 1990

17 April 2019

Our ref: 2019/0032

S Moolla & N A M S F Moolla  
PO BOX 5485  
CANNING VALE SOUTH WA 6155

Dear Suliman & Nafeesa

**RE: PURCHASE OF 1 GLENMOY AVENUE, WILLETTON**

We acknowledge receipt of your instructions to act on your behalf in the purchase of the above property and thank you for nominating us.

We note that settlement is due on 26 April 2019.

We enclose the following documents: -

- A pamphlet entitled a GUIDE TO YOUR REAL ESTATE PURCHASE which should answer most of the questions you may have about the settlement procedure. However, if have any other questions, please contact us.
- An Appointment of Settlement Agent form in duplicate. The original requires completion, signing and dating by you, and should be returned to us in the envelope provided at your earliest possible convenience to enable us to proceed with settlement on your behalf. A copy of the accepted form will be returned to you in due course.
- Two copies of the relevant search of the Certificate of Title Deed. Please confirm this is the correct title for the property you are purchasing, the sign and return the marked copy and keep the other for your records.
- Transfer of Land document which requires signing by you where indicated. Please have your signatures witnessed by a person over the age of eighteen years, who must state his or her full name, address and occupation beneath their usual signature.
- Our initial Settlement Statement showing the balance due by you to settle your purchase.

12 Lupin Close, Thornlie WA 6108  
PO Box 1264 Canning Vale WA 6970  
08 9455 7033 08 9455 7044  
info@actionconveyancing.com.au

[www.actionconveyancing.com.au](http://www.actionconveyancing.com.au)

Licensee: Allora Developments Pty Ltd  
ABN: 11 009 468 795 | AGN: 009 468 795





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If you intend financing your purchase of the above mentioned property, please inform me who will be providing the finance so I can arrange to forward a copy of the Transfer to assist them in preparation of their Mortgage documents.

Please note it is our usual practice to make enquiries to the relevant rating authorities and attend to the adjustment of these rates. However, we take this opportunity to point out that Western Power, AirtelGas, Telstra, the Electoral Commission and insurance for building and contents are your complete responsibility and we suggest that you make the necessary arrangements in due course.

Please ensure that the property is as you purchased it and any special conditions on the contract have been complied with. It is IMPORTANT you notify us immediately, should you identify any problems.

Should you have any queries regarding this matter please do not hesitate to contact me.

Yours faithfully

**ACTION CONVEYANCING**

JANINE SANTELLA

Principal | Personal Conveyancer  
janine@actionconveyancing.com.au





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STATEMENT

PURCHASE OF 1 GLENMOY AVENUE, WILLETTON  
S MOOLLA & N A M S F MOOLLA

	Debit	Credit
Purchase Price	870,000.00	
Deposit Paid		10,000.00
Transfer Duty on the Contract (General)	38,720.00	
Costs & Disbursements (see Disclosure)	2,079.82	
Registration of the Transfer	341.20	
Stewart Title Title Insurance Policy	1,368.51	
<b>ADJUSTMENT OF RATES/TAXES AS AT 26-04-2019</b>		
Water Corp 2018/2019, monies held in trust pending receipt of rates.	200.00	
Ganning City Council 2018/2019, monies held in trust pending receipt of rates.	1,000.00	
Land Tax 2018/2019 , monies held in trust pending receipt of rates.	500.00	
<b>Balance due by you prior to settlement</b>		<b>904,209.53</b>
<b>E &amp; O E</b>	<b>\$914,209.53</b>	<b>\$914,209.53</b>





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**COSTS DISCLOSURE**

**PURCHASE OF 1 GLENMOY AVENUE, WILLETTON  
S MOOLLA & N A M S F MOOLLA**

Description	Price	GST	Total
<b>Our Professional Fee</b>	<b>1,400.00</b>	<b>140.00</b>	<b>1,540.00</b>
PEXA/Attendance Fee	102.40	10.24	112.64
Privacy & Compliance Fee	40.00	4.00	44.00
<b>Total Service Amount</b>	<b>1,542.40</b>	<b>154.24</b>	<b>1,696.64</b>
<b>Estimated Government &amp; Statutory Charges</b>			
Landgate Enquiry Processing Fee	23.38	2.34	25.72
Water Corporation Rate Enquiry Fee	45.13	4.51	49.64
Landgate Title Document Search Fee	64.25	6.43	70.68
Company Search	27.50	2.75	30.25
Council Orders & Requisitions	90.00	9.00	99.00
WAPC Clause 42 Certificate	25.00	2.50	27.50
DLI Clause 42 Processing Fee	25.00	0.00	25.00
Land Tax Enquiry Fee	50.35	5.04	55.39
<b>Estimated Total</b>	<b>\$1,893.01</b>	<b>\$186.81</b>	<b>\$2,079.82</b>

❖ The Service Amount is the amount that we will charge you under rule 23(2) of the Settlement Agents Code of Conduct 2016 and is based on the information that you have provided us.

❖ The Service Amount under rule 23(2) of the Settlement Agents Code of Conduct 2016 does not include Government and Statutory Charges. These shown above are estimates only and subject to change and will be charged at cost price (plus GST if applicable) in addition to the Service Amount.

❖ Under rule 24(2) of the Settlement Agent Code of Conduct 2016 we may receive payment for a service that exceeds the Service Amount if there is an unforeseen significant change in the scope of the work required to provide the service. We are required to notify you first of the change and anticipated costs and seek your consent before we can undertake the additional work.

If Tax Invoices are required for disbursements paid on your behalf, please contact this office quoting the above reference number.

Please sign and return as acknowledgement of our charges

MOOLLA, Suliman Atf Moolla's Supernova Fund

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

MOOLLA, Nafeesa Atf Moolla's Supernova Fund

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

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COPY

## FORM 1

## APPOINTMENT OF SETTLEMENT AGENT FOR PURCHASER

[Please read this document before appointing a settlement agent to act for you.]

**Your rights**

Your settlement agent must make a costs disclosure to you in accordance with rule 23 of the *Settlement Agents Code of Conduct 2016* before you sign this appointment to act.

You have the right to appoint a settlement agent (or a lawyer) of your choice to act on your behalf and to change that appointment at any time before the settlement date.

Should you wish to appoint another settlement agent (or instruct a lawyer) before the settlement date, your first appointed settlement agent must accept your decision and facilitate this change. Please be aware that if you change your settlement agent, your first appointed settlement agent may in some circumstances be entitled to a portion of the fees based on the work the settlement agent has undertaken on your behalf. However, the fees payable to the new settlement agent (or lawyer) may, in some circumstances, be reduced if some work has already been completed to your satisfaction and the satisfaction of your new settlement agent (or lawyer).

**Acting for more than one party**

A settlement agent may act for more than one party to a transaction if —

- the settlement agent discloses their intention to act for more than one party in Form 2; and
- each of the parties that the settlement agent proposes to act for acknowledges in writing that the party is aware that the settlement agent proposes to act for more than one party; and
- each of the parties that the settlement agent proposes to act for gives their prior written consent.

A settlement agent must not continue to act for a party if —

- there is a real possibility that the settlement agent would be required, in order to comply with their obligations, to act contrary to the interests of one of the parties that the settlement agent acts for; or
- the interests of a party the settlement agent acts for require withholding information or advice from any other party the settlement agent acts for.

A disclosure notice (Form 2)

1. Is not required.

<b>Appointment</b>	
Description of real estate transaction:	1 Glenmoy Avenue, WILLETTON and more particularly described as Lot 89 on Deposited Plan 403792, Volume Folio Number 2880/372, pursuant to Contract of Sale dated 3 March 2019.
Vendor(s):	Glenmoy Medical Centre Pty Ltd
Purchaser(s):	MOOLLA, Suliman & MOOLLA, Nafeesa ATF Moolla's Supernova Fund
To:	Allora Developments Pty Ltd T/AS Action Conveyancing (Licensee) of 12 Lupin Close THORNLIE WA 6108

We being the purchaser(s) named above appoint the settlement agent named above to act for us in the settlement of the real estate or business transaction referred to above and:

1. We agree to pay the service amount disclosed to us under rule 23 of the *Settlement Agents Code of Conduct 2016* (or a lesser amount agreed).
2. The settlement agent, or another person employed in or engaged by the same business that employs or engages the settlement agent, may not act for any other party to the transaction.
3. We hereby authorise you to pay to the vendor or their agent the purchase price less deposit paid plus or minus adjustment of rates and taxes.