



E: info@clslegal.com.au

T: 02 9279 0919 F: 02 9279 2768

Level 5, 30-32 Carrington Street, Sydney NSW 2000

Our Ref: CPD:ts:4552

10 March, 2022

The Directors
Shepherd Property Nominees Pty Limited,
61 George Road,
LEPPINGTON NSW 2179

By email: franknormoyle55@gmail.com

Dear Frank,

Shepherd Property Nominees Pty Limited (Company) sale to NA Greenfields Pty Limited and Others
Property: 31-33 Shepherd Street, Liverpool

We confirm that Contracts for the sale of the above property were exchanged on 25 February, 2022. Under the terms of the Contract, completion is due on **Monday, 2 May 2022.**

Deposit

The purchaser has now paid a total deposit of \$1,000,000.00, being 5% of the purchase price, to our trust account. Please be advised that the deposit will be held in our trust account pending completion.

Completion Procedure

The sale routinely takes the following main steps prior to completion:-

1. The solicitors arrange for the PEXA workspace to be established and invite all relevant parties including financial institutions.
2. The Purchasers' solicitor completes title searches and enquiries.
3. The Purchasers' solicitor submits requisitions on title.
4. We answer the requisitions on title on your behalf.
5. The Purchasers' solicitor stamps the Contract, creates the transfer via PEXA and CLS Legal then authorises the transfer on your behalf (to be held in escrow pending settlement).

Liability limited by a scheme approved under Professional Standards Legislation

Legal Practitioners employed by Commercial Legal Solutions Pty Limited t/as CLS Legal ABN 75 604 467 905 are members of the scheme

6. The Purchasers' solicitor organises securities for its mortgage, if any, to be secured over the property once the sale is completed.
7. The Purchasers' solicitor prepared and submits draft settlement figures to us, which we check and then forward to you for your confirmation.
8. We submit payment details to the Purchaser's solicitor via the PEXA platform.
9. All parties agree on settlement details i.e. time and payment distributions.
10. Purchase money is paid and the electronic title documents are disbursed automatically on completion.
11. We report to you on the completion of the matter.

PEXA Client Authorisation

We confirm receipt of the PEXA Client Authorisation signed by the Company. This authority will allow us to sign the electronic transfer on the Company's behalf, and attend to the conveyance generally.

Fees

We advise that we will render a tax invoice prior to settlement and our fees will be paid on settlement.

In the meantime, if you have any queries whatsoever please do not hesitate to contact the writer.

Yours faithfully
CLS LEGAL



Thomas Strong
Solicitor