

MMJ PROPERTY
231 Windang Road
WINDANG NSW 2528

2 4224 4407 Inspector: Rebecca Hasiuk

ROUTINE INSPECTION REPORT

Recommended Maintenance:

Consideration into investigating the water leaking from the shower area along the floor edge towards the toilet

Work to be carried out by Landlord:

No issues to address with the landlord

Rent Review:

In fixed term lease agreement until September 2021

General comments:

2x Smoke alarms were attended to by Landlord Compliance on 17/09/2020.
all power points and appliances reported to be functional at the time of inspection

Overall Standard:

The tenants are house proud and are maintaining the property in a very tidy manner

Work to be carried out by Tenant:

No issues to address with the tenants

Address of premises
2/122 Wentworth Street
PORT KEMBLA NSW 2505

Tenant's name(s)
Mark & Stephanie Thackray

Current Rent: \$350.00 per week

Lease Start Date:

17/03/21

Lease Expiry:

14/09/21

Inspection Date:

18/06/21

CONDITION/ ACTION CODES

Y **N**
YES **NO**

This tenancy inspection report is a visual one carried out by MMJ Property to assess the manner in which the tenant is maintaining your property. As your property manager, our role is to manage the tenancy; We are not qualified to assess the structural aspects of areas including but not limited to staircases, decking and balconies or to ensure that plumbing, electrical or gas mixtures of fittings, glass windows, doors and balustrades, smoke alarms, asbestos, swimming pool safety barriers (and associated fittings) comply and operate in accordance with applicable building/council codes and/or laws and regulations. The inspection does not include the moving of furniture, lifting of floor coverings, inspecting the interiors of roof spaces, under flooring, inside of cupboards, tenant's goods of other belongings. MMJ Property recommends that all landlords have regular inspections carried out by suitable qualified, licensed and insured contractors and experts in the appropriate areas when necessary. MMJ Property also recommends that all landlords hold adequate insurance, including landlords insurance.

Inspector Signature

Date 18/06/21

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ID:3229-25593-1522475-10408143

Frank @ J & J Towing

From: Frank @ J & J Towing
Sent: Tuesday, 27 April 2021 2:21 PM
To: Tahnee Gransden - MMJ South
Subject: RE: Rent Review - 1/122 Wentworth Street, PORT KEMBLA NSW 2505

Hi Tahnee

Thank you for the email. Please issue 60 day notice of Rent Increase to the tenant.
I have read and understood the information contained in the "Landlord Information Statement" and advise that the property meets the requirements as outlined by NSW Fair Trading.

Regards,

Frank

From: Tahnee Gransden - MMJ South [mailto:mmjsouth@email.propertyme.com]
Sent: Monday, 26 April 2021 11:26 AM
To: Frank @ J & J Towing <frank@jandjtowing.com.au>
Subject: Rent Review - 1/122 Wentworth Street, PORT KEMBLA NSW 2505

Dear Frank,

Please be advised we are currently undertaking rent reviews and note this tenancy is due for review.
Please see below:

Property: 1/122 Wentworth Street, PORT KEMBLA NSW 2505

Current Weekly Rent: \$330.00

Recommended Increase amount: \$10.00

Please note this figure provided may be a base/minimum increase amount. We would be happy to review further or increase as per your instructions

Please advise if you would like us to issue a 60 day notice of rent increase to the tenant, or leave the rent at its current rate as mentioned above.

Please also see attached for your records a copy of the new Landlord information Sheet as per new legislation.

Note, we do require the following from you:

Please reply to this email and acknowledge you have read and understood the information contained in this statement, and that your property meets the requirements as outlined by NSW Fair Trading.

I look forward to hearing from you with regard these matters.

Dear Valued Landlord.

RE: 2020/2021 FINANCIAL YEAR PAYMENT SCHEDULE

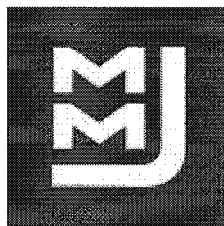
Please see below our scheduled payments for July 2020 to June 2021. Mid-month payments are made only to Landlords who have elected to have them.

	Mid-month	End of month
July	Tuesday 14th	Thursday 30th
August	Friday 14th	Friday 28th
September	Monday 14th	Tuesday 29 th
October	Wednesday 14 th	Friday 30 th
November	Friday 13th	Friday 27th
December	Monday 14th	Wednesday 30th
January	Thursday 14 th	Friday 29th
February	Friday 12th	Friday 26th
March	Friday 12 th	Tuesday 30 th
April	Wednesday 14 th	Thursday 29 th
May	Friday 14 th	Friday 28 th
June	Friday 11th	Wednesday 30th

Many thanks for your continued support,

MMJ South Property Management Team.

Brenda Xue 8434 455 526



Standard Form Agreement

Standard form residential tenancy agreement

Schedule 1

Important information

Please read this before completing the residential tenancy agreement (the **Agreement**).

- 1 This form is your written record of your tenancy agreement. This is a binding contract under the Residential Tenancies Act 2010, so please read all terms **and** conditions carefully.
- 2 If you need advice or information on your rights and responsibilities, please call NSW Fair Trading on 13 32 30 or visit www.fairtrading.nsw.gov.au before signing the Agreement.
- 3 If you require extra space to list additional items and terms, attach a separate sheet. All attachments should be signed and dated by both the landlord or the landlord's agent and the tenant to show that both parties have read and agree to the attachments.
- 4 The landlord or the landlord's agent must give the tenant a copy of the signed Agreement and any attachments, two copies or one electronic copy of the completed condition report and a copy of NSW Fair Trading's Tenant Information Statement publication.

This agreement is made on

15 February 2021 at Port Kembla, 2505

between **Mark Thackray, Stephanie Thackray and Frank Normoyle Pty Ltd**

Landlord

Frank Normoyle Pty Ltd
frank@jandjtowing.com.au

Tenants

Mark Thackray
p: +61 422 155 065
e: msthackray@hotmail.com

Stephanie Thackray
p: +61 411 291 721
e: msthackray@hotmail.com

Landlord's Agent Details

MMJ South
231 Windang Road WINDANG 2528
p: +61 413 325 152, e: danielle.lamacchia@mmj.com.au

Tenant's Agent Details

Not Applicable

Term of Agreement

The term of this agreement is -

- ☐ 6 months
- ☐ 12 months
- ☐ 2 years
- ☐ 3 years
- ☐ 5 years
- ☒ Other (please specify) 26 weeks
- ☐ Periodic (No End Date)

Starting on **the 17th of March 2021** and ending on **the 14th of September 2021**

Note. For a residential tenancy agreement having a fixed term of more than 3 years, the agreement must be annexed to the form approved by the Registrar-General for registration under the Real Property Act 1900.

Residential premises

2 Wentworth Street, Port Kembla NSW 2505

The residential premises include:

[Include any inclusions, for example, a parking space or furniture provided. Attach additional pages if necessary.]

Two bedroom unit with parking

Rent

The rent is **\$350.00 per week**, payable in advance starting on **the 17th of March 2021**

Note. Under section 33 of the Residential Tenancies Act 2010, a landlord, or landlord's agent, must not require a tenant to pay more than 2 weeks rent in advance under this Agreement.

The method(s) by which the rent must be paid:

a. by electronic funds transfer (EFT):

BSB Number	182222
Account Number	301939724
Account name	MMJ South
Bank name	MBL
Payment reference	40077992

Note: The landlord or landlord's agent must permit the tenant to pay the rent by at least one means for which the tenant does not incur a cost (other than bank fees or other account fees usually payable for the tenant's transactions) (see clause 4.1) and that is reasonably available to the tenant.

Rental Bond

[Cross out if there is not going to be a bond]

Already Held

Occupants

No more than 2 person(s)

No more than 2 person(s) may ordinarily live in the premises at any one time.

Urgent repairs

Nominated tradespeople for urgent repairs:

Electrician

Jim Veljanovski, Jims Home Electrical & Maintenance Services
p: 0458 794 971
e: jhe2015@bigpond.com

Plumber

Shane Cundiffe, Ready Set Flow
p: 0411 795 710
e: readysetflow@bigpond.com

After Hours Office Contact

Danielle Lamacchia, MMJ South
p: 0413 325 152

Utilities

Is electricity supplied to the premises from an embedded network?

☐ Yes ☒ No

Is gas supplied to the premises from an embedded network?

☐ Yes ☒ No

For more information on consumer rights if electricity or gas is supplied from an embedded network contact NSW Fair Trading.

Water usage

Will the tenant be required to pay separately for water usage? If yes, see clauses 12 and 13.

☐ Yes ☒ No

Smoke alarms

Indicate whether the smoke alarms installed in the residential premises are hardwired or battery operated:

☐ Hardwired smoke alarm

☒ Battery operated smoke alarm

If the smoke alarms are battery operated, are the batteries in the smoke alarms of a kind the tenant can replace?

☒ Yes ☐ No

If yes, specify the type of battery that needs to be used if the battery in the smoke alarm needs to be replaced: **9v**

If the smoke alarms are hardwired, are the back-up batteries in the smoke alarms of a kind the tenant can replace?

☐ Yes ☒ No

If yes, specify the type of back-up battery that needs to be used if the back-up battery in the smoke alarm needs to be replaced:

If the Strata Schemes Management Act 2015 applies to the residential premises, is the owners corporation of the strata scheme responsible for the repair and replacement of smoke alarms in the residential premises?

☐ Yes ☒ No

Strata by-laws

Are there any strata or community scheme by-laws applicable to the residential premises?

☐ Yes ☒ No

If yes, see clauses 38 and 39.

Giving notices and other documents electronically [optional]

[Cross out if not applicable]

Indicate below for each person whether the person provides express consent to any notice and any other document under section 223 of the Residential Tenancies Act 2010 being given or served on them by email. The Electronic Transactions Act 2000 applies to notices and other documents you send or receive electronically.

[You should only consent to electronic service if you check your emails regularly. If there is more than one tenant on the agreement, all tenants should agree on a single email address for electronic service. This will help ensure co-tenants receive notices and other documents at the same time.]

Landlord

Does the landlord give express consent to the electronic service of notices and documents?

☒ Yes ☐ No

If yes, see clauses 50.

[Specify email address to be used for the purpose of serving notices and documents.]

Email: danielle.lamacchia@rnmj.com.au

Tenant

Does the tenant give express consent to the electronic service of notices and documents?

☒ Yes ☐ No

If yes, see clause 50.

[Specify email address to be used for the purpose of serving notices and documents.]

Email: msthackray@hotmail.com

Condition report

A condition report relating to the condition of the premises must be completed by or on behalf of the landlord before or when this agreement is given to the tenant for **signing**.

Tenancy laws

The Residential Tenancies Act 2010 and the Residential Tenancies Regulation 2019 apply to this agreement. Both the landlord and the tenant must comply with these laws.

The Agreement

Right to occupy the premises

- 1 The landlord agrees** that the tenant has the right to occupy the residential premises during the tenancy. The residential premises include the additional things (if any) noted under **'Residential Premises'**.

Copy of agreement

- 2 The landlord agrees** to give the tenant:
- 2.1 a copy of this agreement before or when the tenant gives the signed copy of the agreement to the landlord or landlord's agent, and
 - 2.2 a copy of this agreement signed by both the landlord and the tenant as soon as is reasonably practicable.

Rent

3 The tenant agrees:

- 3.1 to pay rent on time, and
- 3.2 to reimburse the landlord for the cost of replacing rent deposit books or rent cards lost by the tenant, and
- 3.3 to reimburse the landlord for the amount of any fees paid by the landlord to a bank or other authorised deposit-taking institution as a result of funds of the tenant not being available for rent payment on the due date.

4 The landlord agrees:

- 4.1 to provide the tenant with at least one means to pay rent for which the tenant does not incur a cost (other than bank fees or other account fees usually payable for the tenant's transactions) and that is reasonably available to the tenant, and
- 4.2 not to require the tenant to pay more than 2 weeks rent in advance or to pay rent for a period of the tenancy before the end of the previous period for which rent has been paid, and
- 4.3 not to require the tenant to pay rent by a cheque or other negotiable instrument that is post-dated, and
- 4.4 to accept payment of unpaid rent after the landlord has given a termination notice on the ground of failure to pay rent if the tenant has not vacated the residential premises, and
- 4.5 not to use rent paid by the tenant for the purpose of any amount payable by the tenant other than rent, and
- 4.6 to give a rent receipt to the tenant if rent is paid in person (other than by cheque), and
- 4.7 to make a rent receipt available for collection by the tenant or to post it to the residential premises or to send it by email to an email address specified in this agreement by the tenant for the service of documents of that kind if rent is paid by cheque, and
- 4.8 to keep a record of rent paid under this agreement and to provide a written statement showing the rent record for a specified period within 7 days of a request by the tenant (unless the landlord has previously provided a statement for the same period).

Note: The landlord and the tenant may, by agreement, change the manner in which rent is payable under this agreement.

Rent increases

- 5 The landlord and the tenant agree** that the rent cannot be increased after the end of the fixed term (if any) of this agreement or under this agreement if the agreement is for a fixed term of 2 years or more, unless the landlord gives not less than 60 days written notice of the increase to the tenant. The notice must specify the increased rent and the day from which it is payable.

Note: Section 42 of the Residential Tenancies Act 2010 sets out the circumstances in which rent may be increased during the fixed term of a residential tenancy agreement. An additional term for this purpose may be included in the agreement.

- 6 The landlord and the tenant agree** that the rent may not be increased after the end of the fixed term (if any) of this agreement more than once in any 12-month period.

7 The landlord and the tenant agree:

- 7.1 that the increased rent is payable from the day specified in the notice, and
- 7.2 that the landlord may cancel or reduce the rent increase by a later notice that takes effect on the same day as the original notice, and
- 7.3 that increased rent under this agreement is not payable unless the rent is increased in accordance with this agreement and the Residential Tenancies Act 2010 or by the Civil and Administrative Tribunal.

Rent reductions

- 8 The landlord and the tenant agree** that the rent abates if the residential premises:

- 8.1 are destroyed, or become wholly or partly uninhabitable, otherwise than as a result of a breach of this agreement, or
- 8.2 cease to be lawfully usable as a residence, or
- 8.3 are compulsorily appropriated or acquired by an authority.

- 9 The landlord and the tenant may, at any time during this agreement, agree to reduce the rent payable.**

Payment of council rates, land tax, water and other charges

10 The landlord agrees to pay:

- 10.1 rates, taxes or charges payable under any Act (other than charges payable by the tenant under this agreement), and
- 10.2 the installation costs and charges for initial connection to the residential premises of an electricity, water, gas, bottled gas or oil supply service, and
- 10.3 all charges for the supply of electricity, non-bottled gas or oil to the tenant at the residential premises that are not separately metered, and

Note 1. Clause 10.3 does not apply to premises located in an embedded network in certain circumstances in accordance with clauses 34 and 35 of the Residential Tenancies Regulation 2019.

Note 2. Clause 10.3 does not apply to social housing tenancy agreements in certain circumstances, in accordance with clause 36 of the Residential Tenancies Regulation 2019.

- 10.4 the costs and charges for the supply or hire of gas bottles for the supply of bottled gas at the commencement of the tenancy, and
- 10.5 all charges (other than water usage charges) in connection with a



014

Frank Normoyle Pty Ltd
107 Graham Rd
ROSSMORE NSW 2557

Our Ref
File
Date

Z20/262688
PJ-3864
27 January 2021

Dear Resident/Owner

PROPOSED RENOVATION WORKS AT PORT KEMBLA COMMUNITY CENTRE

As part of our commitment to maintaining our City's assets, we have prepared designs for renovation works at Port Kembla Community Centre on the corner of Wentworth Street and Church Street.

We're planning a new kitchen fitout and improved flexibility of hall usage by introducing operable walls to separate spaces, improved fire safety, and improved comfort with airconditioning throughout. Plan 6837_SK-101_4 is attached which details the proposal.

We're expecting to start the project later this financial year.

During construction you will see a construction work crew, their vehicles and equipment in the area. The work crew will aim to minimise disruption, however there may be some traffic control requirements at times. We'll contact you before we start to let you know what dates we'll be onsite.

If you have any questions about the plan please contact me by 10 February 2021.

This letter is authorised by

Nicholas Idziak
Senior Design Engineer
Wollongong City Council
Direct Line (02) 4227 8584

Attach: Consultation Plan 6837_SK-101_4

Emailed to Rebecca @ MMJ 29/1/21 4.05pm

Frank @ J & J Towing

From: Rebecca Hasiuk <rebecca.hasiuk@mmj.com.au>
Sent: Monday, 4 January 2021 12:11 PM
To: Frank @ J & J Towing
Cc: Tahnee Gransden
Subject: 1/122 Wentworth Street
Attachments: IMG_2860.jpg; IMG_2861.jpg; IMG_2862.jpg

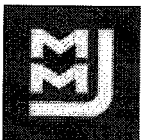
Good afternoon Frank,

0425336 066

I hope you had a great Christmas!

Please be advised the tenant has reported while sweeping the stairwell she has broken the shade on one of the sconce, please see attached photos including the damaged shade and one of the other matching sconces that is not damaged. Please advise if you are happy to arrange your electrician to attend and invoice the tenant or if you would like us too arrange for this repair on our end?

Kind regards,



Rebecca Hasiuk
Property Officer, MMJ Real Estate South

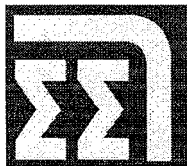
(02) 4224 4412

rebecca.hasiuk@mmj.com.au | www.mmj.com.au
231 Windang Road, Windang NSW 2528



As you may be aware we are currently working remotely with limited access to some areas of our business. Should there be any delay in our response, we apologise but assure you we will respond as quickly as possible. We are also continuing to provide regular updates to all stakeholders about our response to Covid-19 and what impact that may have on our ability to deliver our services to you.

The information in this message is intended for the recipient names on this email. If you are not that recipient, please do not read, copy or distribute or act upon the message as the information in it may be privileged and confidential. If you have received this message in error, please notify us immediately by return mail.



MMJ PROPERTY
231 Windang Road
WINDANG NSW 2528

T: 02 4224 4407

Inspector: Rebecca Hasiuk

ROUTINE INSPECTION REPORT

General comments:

Smoke alarms were attended to by Landlord Compliance on 17/09/2020.

Recommended Maintenance:

Consideration into having a trade attend to loose banister.

Overall Standard:

Overall, the tenants are maintaining the property in a neat & tidy manner.

Work to be carried out by Landlord:

N/A

Work to be carried out by Tenant:

N/A

Rent Review:

The tenants are currently in a fixed term agreement until March 2021.

This tenancy inspection report is a visual one carried out by MMJ Property to assess the manner in which the tenant is maintaining your property. As your property manager, our role is to manage the tenancy; We are not qualified to assess the structural aspects of areas including but not limited to staircases, decking and balconies or to ensure that plumbing, electrical or gas mixtures of fittings, glass windows, doors and balustrades, smoke alarms, asbestos, swimming pool safety barriers (and associated fittings) comply and operate in accordance with applicable building/council codes and/or laws and regulations. The inspection does not include the moving of furniture, lifting of floor coverings, inspecting the interiors of roof spaces, under flooring, inside of cupboards, tenant's goods or other belongings. MMJ Property recommends that all landlords have regular inspections carried out by suitable qualified, licensed and insured contractors and experts in the appropriate areas when necessary. MMJ Property also recommends that all landlords hold adequate insurance, including landlords insurance.

Rebecca Hasiuk
NO more Gaffs
6 hrs Bldg 125/016
Jessie Crisp
Cyrene
Timber
15-20

Ray

Address of premises

2/122 Wentworth Street
PORT KEMBLA NSW 2505

Tenant's name(s)

Mark Thackray & Stephanie Thackray

Current Rent: \$350.00

Lease Start Date:

16/09/20

Lease Expiry:

16/03/21

Inspection Date:

09/12/20

CONDITION/ ACTION CODES

Y **N**
YES NO

Inspector Signature

Date 10/12/20

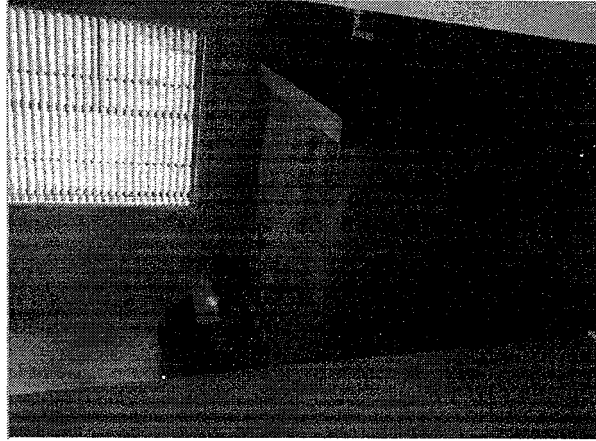


Areas	Condition		Action required		Inspector Comments
	Satisfactory	by tenant	by landlord		
Main bedroom	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Area appears to be neat & tidy. No issues to be reported by the tenants. Refer to media: 1 2
Bedroom 2	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Neat. No issues to report. Refer to media: 3 4
Bathroom	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Clean and tidy. No reports of leaks or mould. Tenant reports: Cornice gap getting larger, no fan connected for ventilation, door handle loose which was previously reported in Ingoing Condition Report. Refer to media: 5 6 7 8 9 10
Kitchen	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Neat & Tidy. All kitchen appliances appear to be clean & in working order. There are no issues to be reported by the tenants. Refer to media: 11 12 13 14 15
Lounge Room	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Neat & tidy. No issues to be reported. Refer to media: 16 17
Laundry	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Internal laundry is neat. No leaks or mould to be reported by the tenants. Refer to media: 18 19
Entrance Hall	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Area appears to be in good condition. Tenant reports: Banister is getting loose. Refer to media: 20 21 22
Exterior	<input checked="" type="radio"/>		<input checked="" type="radio"/>		Outdoor areas are being well maintained. Tenants report: Banister is getting loose. Refer to media: 23 24 25

Inspector Signature _____ Date 10/12/20

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ID:3229-25593-1522475-9621848



Main bedroom

09/12/2020 9:54 AM

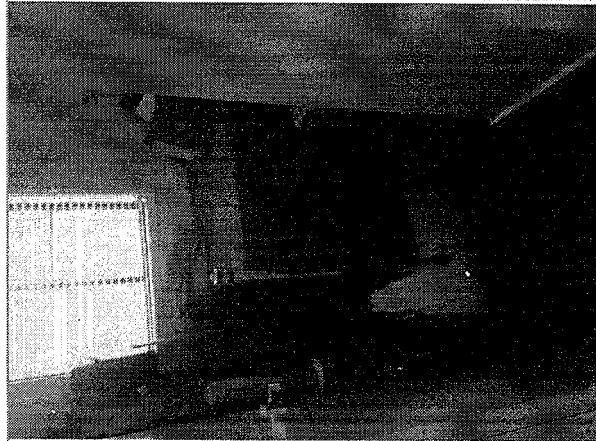
Image 1



Main bedroom

09/12/2020 9:54 AM

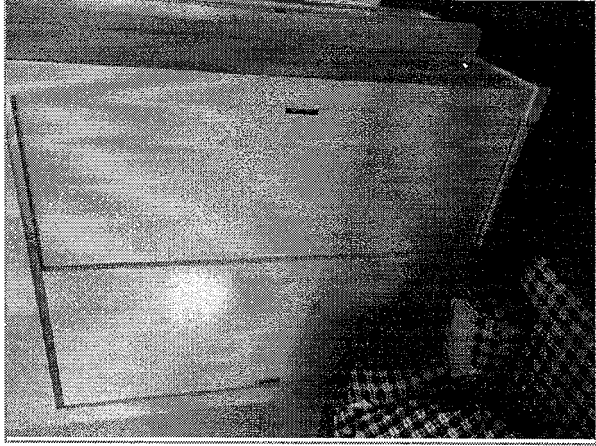
Image 2



Bedroom 2

09/12/2020 9:55 AM

Image 3



Bedroom 2

09/12/2020 9:55 AM

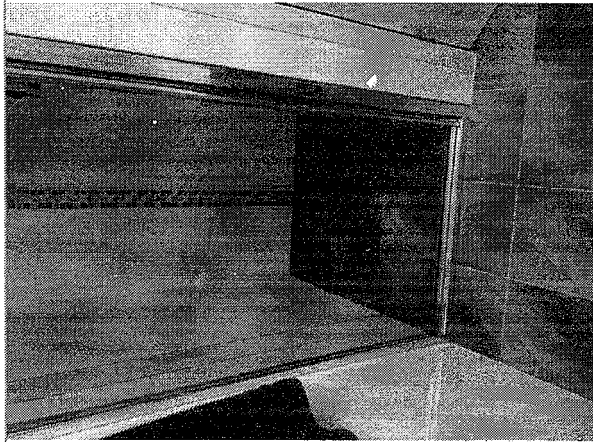
Image 4

Inspector Signature

Date 10/12/20

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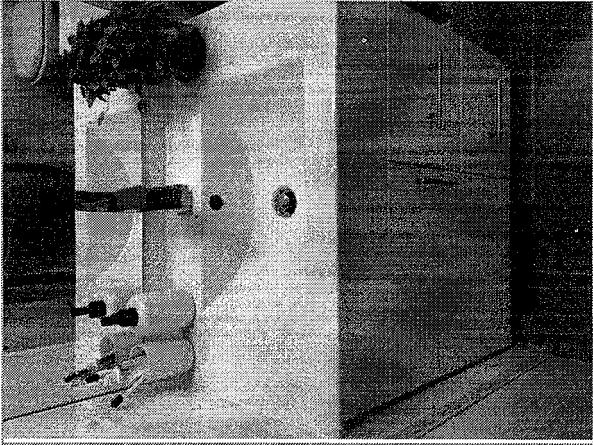
ID:3229-25593-1522475-9621848



Bathroom

09/12/2020 9:56 AM

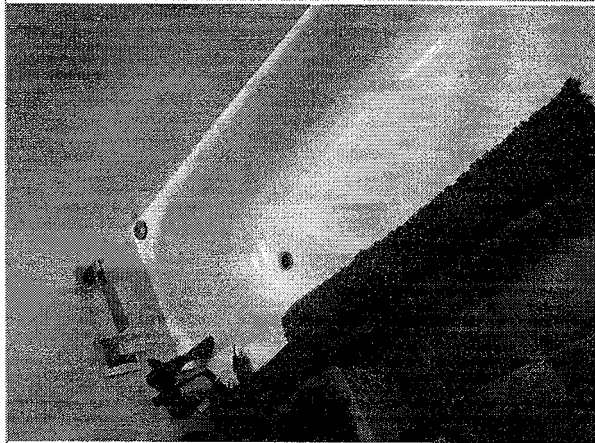
Image 5



Bathroom

09/12/2020 9:57 AM

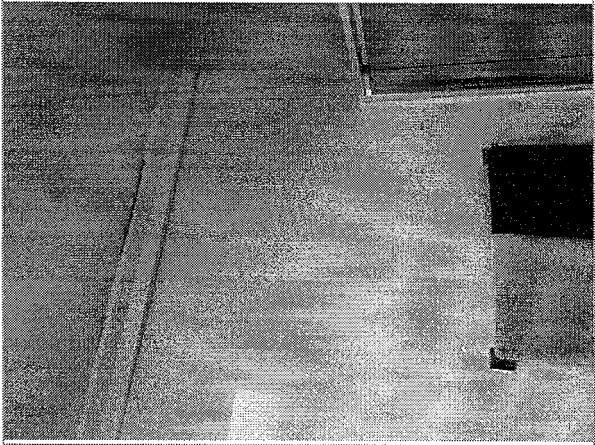
Image 6



Bathroom

09/12/2020 9:57 AM

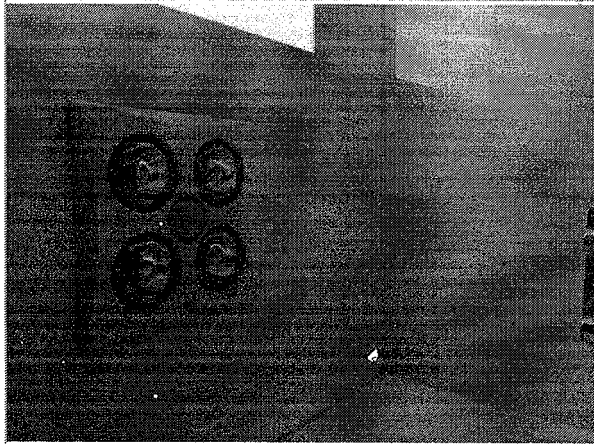
Image 7



Bathroom

09/12/2020 9:57 AM

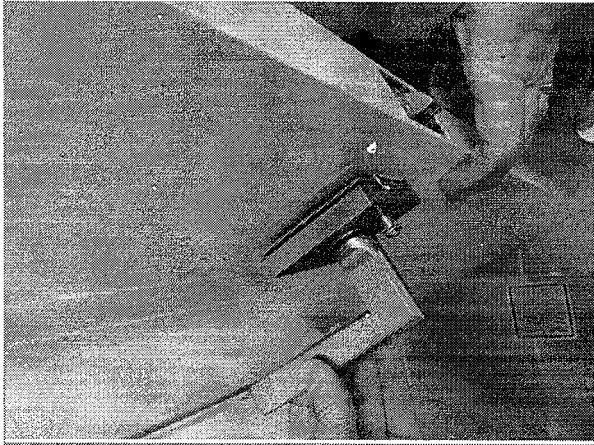
Image 8



Bathroom

09/12/2020 9:57 AM

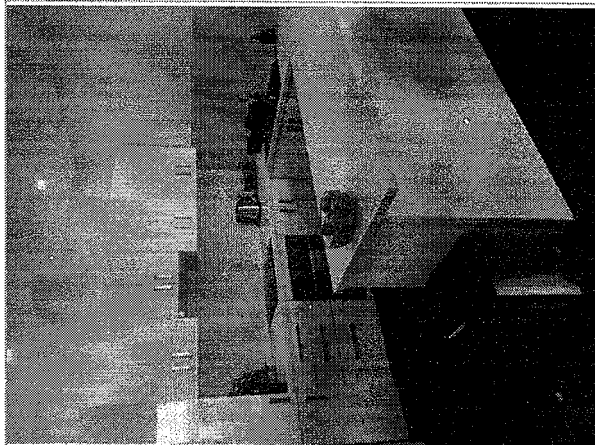
Image 9



Bathroom

09/12/2020 9:57 AM

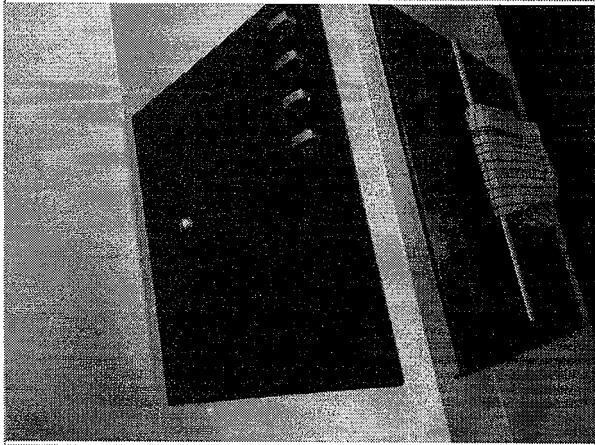
Image 10



Kitchen

09/12/2020 9:59 AM

Image 11



Kitchen

09/12/2020 9:59 AM

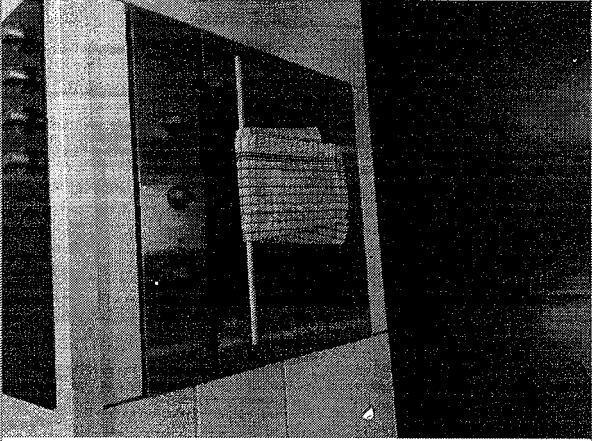
Image 12



Kitchen

09/12/2020 9:59 AM

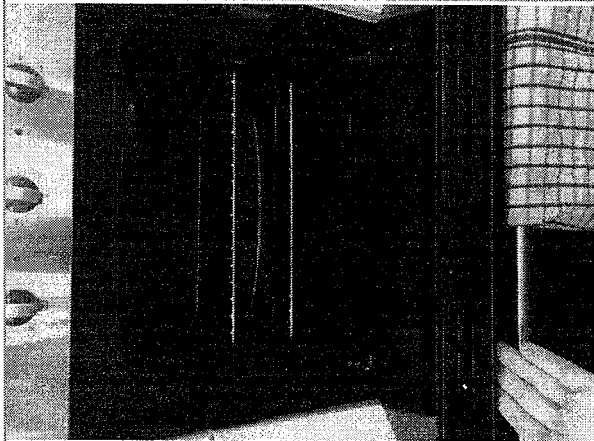
Image 13



Kitchen

09/12/2020 9:59 AM

Image 14



Kitchen

09/12/2020 10:00 AM

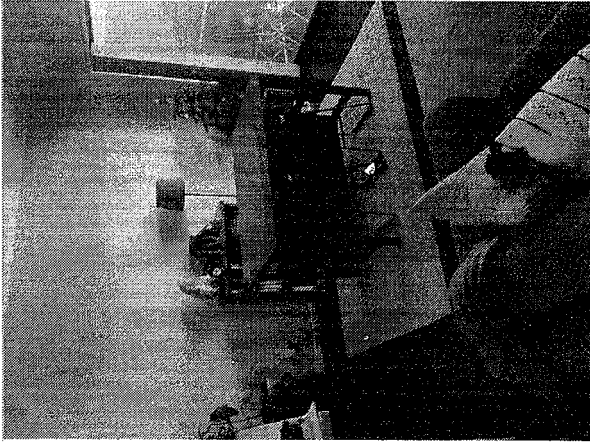
Image 15



Lounge Room

09/12/2020 10:00 AM

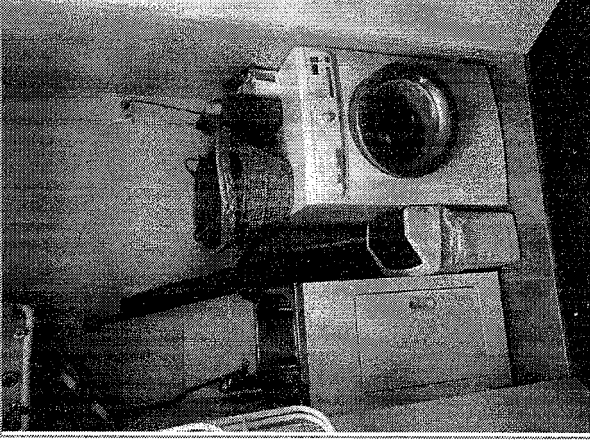
Image 16



Lounge Room

09/12/2020 10:01 AM

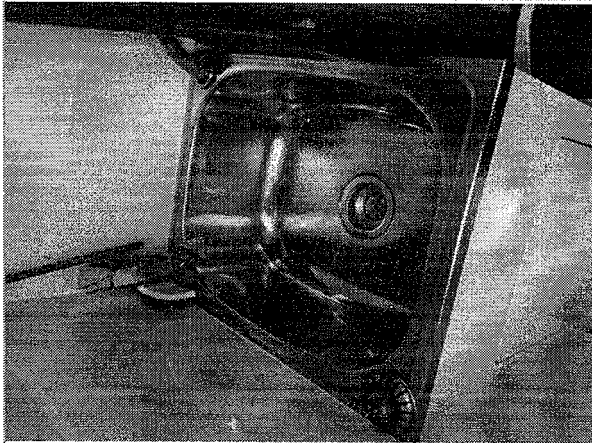
Image 17



Laundry

09/12/2020 10:01 AM

Image 18



Laundry

09/12/2020 10:01 AM

Image 19



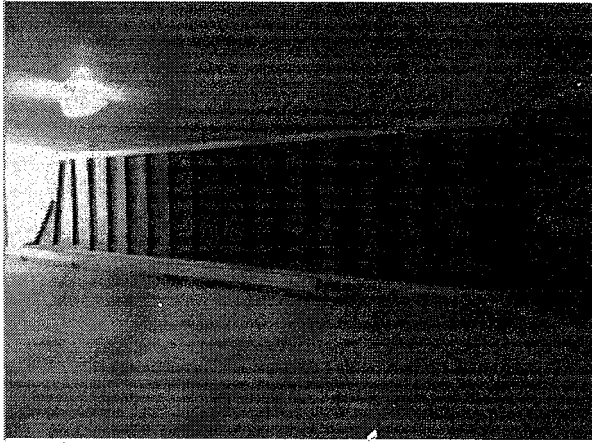
Entrance Hall

09/12/2020 10:02 AM

Image 20

Inspector Signature

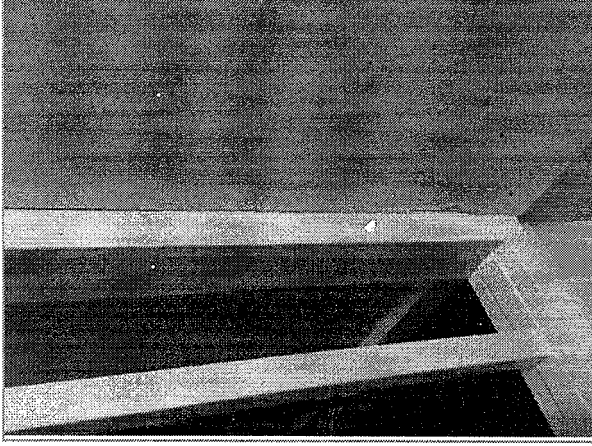
Date 10/12/20



Entrance Hall

09/12/2020 10:02 AM

Image 21



Entrance Hall

09/12/2020 10:02 AM

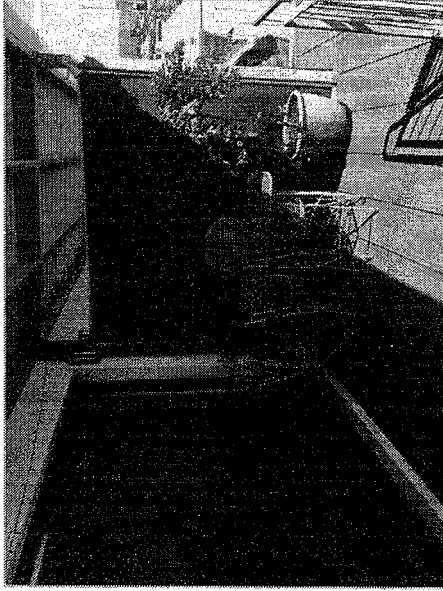
Image 22



Exterior

09/12/2020 10:04 AM

Image 23



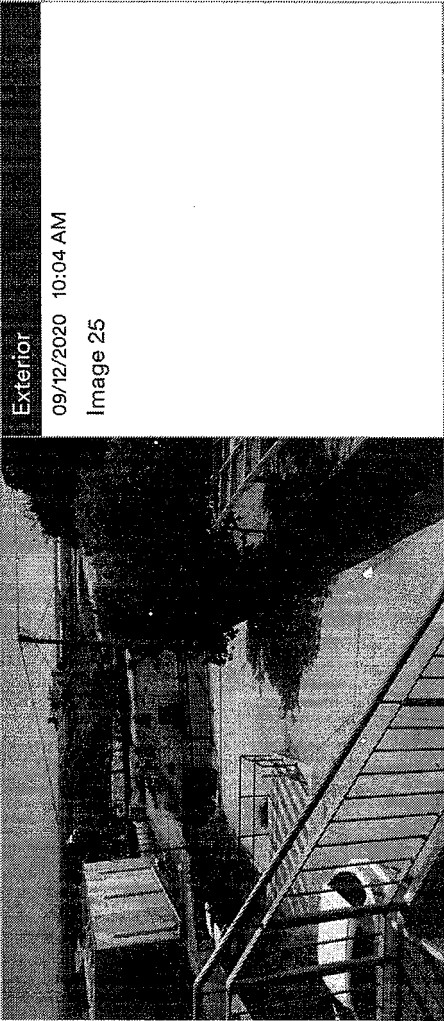
Exterior

09/12/2020 10:04 AM

Image 24

Address of premises

2/122 Wentworth Street, PORT KEMBLA NSW 2505



09/12/2020 10:04 AM

Image 25

Inspector Signature *[Signature]* Date 10/12/20

Printed by InspectionManager.com for the use of MMJ Property

ID:3229-25593-1522475-9621848

Frank @ J & J Towing

From: Kristie Fenwick <kristie.fenwick@mmj.com.au>
Sent: Monday, 23 November 2020 1:51 PM
To: Frank @ J & J Towing
Subject: RE: Lease 1/122 Wentworth St

Hi Frank

I have offered 2 weeks rent free I think this is enough, I will keep you updated



Kristie Fenwick
Commercial Manager, MMJ Real Estate South
(02)4224 4405 (M) 0434 745 507
kristie.fenwick@mmj.com.au | www.mmj.com.au
231 Windang Road, Windang NSW 2528



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Should there be any delay in our response, we apologise but assure you we will respond as quickly as possible.

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From: Frank @ J & J Towing [mailto:frank@jandjtowing.com.au]
Sent: Monday, 23 November 2020 1:39 PM
To: Kristie Fenwick
Subject: Re: Lease 1/122 Wentworth St

I will take your advise and go with your decision.

Sent from my iPhone

On 23 Nov 2020, at 1:29 pm, Kristie Fenwick <kristie.fenwick@mmj.com.au> wrote:

Hi Frank

The applicant has changed her mind and has asked for a 3 year lease and would like a rent free period to set up for this length of lease she has asked for 4 weeks I think 2 or 3 weeks is fair most we usually give is 4 weeks for 3 years if they need to do a lot of work. What is you thought ?

Kristie Fenwick
Commercial Manager, MMJ Real Estate South

---(02)4224 4405 (M) 0434 745 507
kristie.fenwick@mmj.com.au | www.mmj.com.au
231 Windang Road, Windang NSW 2528

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Frank @ J & J Towing

From: Kristie Fenwick <kristie.fenwick@mmj.com.au>
Sent: Tuesday, 17 November 2020 7:33 AM
To: Frank @ J & J Towing
Subject: Re: New application /122 Wentworth St Port Kembla

Saf 1/122

Thanks frank I will let them know and I will send you through the draft lease and DA . Have a great day .

Kristie Fenwick
MMJ SOUTH COMMERCIAL MANAGER

> On 16 Nov 2020, at 8:32 pm, Frank @ J & J Towing <frank@jandjtowing.com.au> wrote:

>

> Hi Kristie

>

> Thank you for the Application. I spoke to my builders he advised the partition can be nailed to the floor and upon
> locating the holes filled and the floor polished. If they wish to install a washing machine ok as long as they return to its
> pre leasing condition. I will sign authorisations for them to apply for a DA.

>

> Regards,

>

> Frank

>

> -----Original Message-----

> From: Kristie Fenwick [mailto:kristie.fenwick@mmj.com.au]

> Sent: Monday, 16 November 2020 12:16 PM

> To: Frank @ J & J Towing <frank@jandjtowing.com.au>

> Subject: New application /122 Wentworth St Port Kembla

>

>

> Good Afternoon Frank

>

> Please see attached a copy of an application for 1/122 Wentworth St.

> They have offered to pay \$350.00 per week as they are very keen, next door in shop 2 the tenant currently pays
> \$309.00 per week. They can't decide between a 1 plus 2 years or a 2 year plus 1 year lease.

> The applicant has provided a bank statement with the balance sitting around the \$30,000 - \$40,000 in the month
> provided.

> They currently have a shop but wish to move to a bigger space my concern would be them obtaining a DA and also
> anything they screw into the floor for partitioning would need to be repaired and as they are wooden polished floors I'm
> not sure how this would be done?

>

> Please let me know if there is any further information you want to make your decision.

>

>

>

> Kristie Fenwick

> Commercial Manager

> ,

Frank @ J & J Towing

From: Kristie Fenwick <kristie.fenwick@mmj.com.au>
Sent: Monday, 16 November 2020 12:16 PM
To: Frank @ J & J Towing
Subject: New application /122 Wentworth St Port Kembla
Attachments: scanner@mmj.com.au_20201116_120832.pdf

Good Afternoon Frank

Please see attached a copy of an application for 1/122 Wentworth St.

They have offered to pay \$350.00 per week as they are very keen, next door in shop 2 the tenant currently pays \$309.00 per week. They can't decide between a 1 plus 2 years or a 2 year plus 1 year lease.

The applicant has provided a bank statement with the balance sitting around the \$30,000 - \$40,000 in the month provided.

They currently have a shop but wish to move to a bigger space my concern would be them obtaining a DA and also anything they screw into the floor for partitioning would need to be repaired and as they are wooden polished floors I'm not sure how this would be done?

Please let me know if there is any further information you want to make your decision.

Kristie Fenwick
Commercial Manager
,
MMJ Real Estate South

(02)4224 4405 (M) 0434 745 507

kristie.fenwick@mmj.com.au

www.mmj.com.au

231 Windang Road, Windang NSW 2528

* I WISH TO MAKE 3 PARTITIONING WALLS
FOR 2 MASSAGE THERAPY BOOTHS
* POSSIBLE REPLACEMENT OF BASIN
IN BATHROOM WITH A SINK FOR
WASHING MACHINE USAGE



COMMERCIAL PROPERTY APPLICATION

How Did You Find Out
About this Property?

- ☐ Newspaper ☐ Internet ☐ To Lease Board
☐ Newspaper ☐ Referral ☐ Local Agent
Other DOVE PAST

Rental Property

Rent

Tenancy Requirements

Lease Rent

Applicant's Full Name
and Address

Address: 122 WENTWORTH ST PORT KEMBLA 2505
\$350 /wk GST Exclusive NO GST \$1400 Per Month GST Exclusive
Commencement Date Term
Commencement Date Lease ☐ Solicitors Lease ☐
Name SARAH JOHN
Address 132 PRINCESS HWY TIGREE 2525
Postal Address AS ABOVE

Sole Trader ☒ Partnership ☐ Company ☐ Other ☐

ABN 31518770200 GST Registered? ☒ Yes / No

Lessee'(s) Name

SI MASSAGE THERAPY SERVICE
FRANK SEBASTOPOLI

Guarantor Name & Address

Lessee'(s) Contact Details

Home Work Mobile 0435292018
Fax E-Mail Sarah_j64@hotmail.com

Previous Address

Address 129 WENTWORTH ST PORT KEMBLA 2505
Rent \$ 297 / WEEK How Long There? 3+ YEARS

Solicitor's Name & Address

Agent/Landlord PRIVATE Business SI MASSAGE THERAPY SERVICE
Name
Address

Personal Details of All Applicants

Phone Fax E-Mail
Date of Birth 22-11-1977

Outgoings

Driver's Licence No. 15083501 Expiry Date 30 Nov 2024

Use of Premises

WATER + ELECTRICITY
MASSAGE THERAPY

Emergency Contact Details

Name FRANK SEBASTOPOLI
Address 3/27-29 REDDALL PARADE LAKE KAWARRA 252
Relationship FRIEND Phone (Work) 0402390214
MOB. 0402390274

Business References
(Business) (Not Relatives)

Name	Address	Phone
1. P LINASTROM	1 DEAKIN ST OAKFLATS	04 35712926
2. F SERASTOPOLI	3/27-29 REDDALL PARADE WAKE WILLOWDALE	04 02390274
3.

I/We confirm the following:

- During my/our inspection of this property I/We found it to be in a reasonably clean condition Yes ☒ No ☐
- If "No", I/We believe the following items should be attended to prior to the commencement of my tenancy. I/We acknowledge that these items are subject to the Landlord's approval.
.....
- I/We acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
- I/We confirm having received a copy of this application for my retention.
- I/We consent to the information provided in this application being verified and a reference check on referees, the National Tenancy Database (NTD) and Tenant Information Centre (TICA) being undertaken.
- Should prior to the Lease being entered into I/We decide not to proceed with the said leasing, it is hereby acknowledged the Lease/Application Fee below mentioned shall be forfeited as monies due to the Agent/Solicitor.

Application

I/We the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare the appropriate lease for the premises.

I/We, the Applicant, declare that I/We am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I/We have inspected the above premises and wish to apply for tenancy of the premises for a period of 25 years at a rent of \$ 250.00 per week/fortnight/month.

I/We undertake to pay a rental bond by cash or a bank cheque to pay the first month's rent as well as other associated fees and charges as per statement of costs by cash or bank cheque made payable to Martin Morris & Jones.

Statement of Costs

Stamp Duty on Lease \$

Rental Bond \$

Rent in Advance From to \$ GST Inclusive

Lease/Application Fee \$ GST Inclusive

TOTAL \$ **GST Inclusive**

Total GST AMOUNT \$

PLEASE NOTE THAT ALL INITIAL PAYMENTS MUST BE MADE BY CASH OR BANK CHEQUE

Applicant's Signature Date

Agent's Signature Date

Office Use:

Property Manager:	Checked By:
Approved Yes <input type="checkbox"/> No <input type="checkbox"/>	Date:
Date:	System Entry Date:
Deposit Paid Date:	Made By:
All Costs Paid Date:	

Please read the following before submitting your application

All applicants over the age of 18 **MUST** submit an application form.

In order to provide you with a quick answer, you must correctly complete the application form with all contact numbers, also you are to **provide photocopies** of **all** of the following:

Without this information your application will not be processed

1. **DRIVERS LICENCE OR PASSPORT**
Plus 2 other forms of ID (Medicare Card, Key Card, Birth Certificate)
2. **CURRENT PAID ACCOUNT STATEMENTS**
Telephone, Electricity, Credit Card Statements
3. **PROOF OF INCOME**
Payslips/Employment Reference/Group Certificate/Last Financial Statements (Balance Sheet/Profit & Loss)
4. **PROOF OF CURRENT OR LAST TENANCY**
Copy of lease agreement and rental ledger

100 POINT IDENTIFICATION

Prior to any Tenancy Application being considered each applicant is required to produce sufficient identification which totals 100 points. Should you have difficulty providing this identification, please advise us prior to completing.

Drivers Licence	~ 30 points
Passport	~ 30 points
Tenancy History Ledger	20 points
Previous Tenancy Agreement	- 20 points
Previous Four Rent Receipts	20 points
Rental Bond Receipt	20 points
Pay Advice	15 points
Motor Vehicle Registration	~ 15 points
Telephone Account	- 15 points
Electricity Account	15 points
Gas Account	15 points
Bank or Card Statement	15 points
Council or Water Rates	15 points
Health Care Card	15 points
Medicare Card	10 points
Birth Certificate	10 points

PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS

In accordance with Privacy Principal 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware that any organization may access a data base. In addition a tenancy applicant is entitled to know what will happen when it is passed onto an agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a database company other organizations may receive information from time to time. Other organizations may include debt collection agencies, insurance companies, government departments and other landlords or agents.

I/We the said applicant/s declare that I/we give permission to the agent to collect my/our information and pass such information onto TICA Default Tenancy Control Pty. Limited. I/We further give my/our permission for my/our information to be provided to any other Tenancy Database for the assessment of my/our tenancy application. I/we further consent to the member of the Database Company to contact any of my/our referees provided by me/us in my/our tenancy application.

I/we agree and understand that once a tenancy application has been lodged with a member of a Tenancy Database and an inquiry made with a Tenancy Database my/our information may be recorded as making an inquiry.

I/we agree that in the event of a default occurring under a tenancy agreement I/we give my/our permission to the member of a tenancy database register any of my details of such breach with a tenancy database. I/we further agree and understand that the removal of such information from a database is subject to the conditions of the Database Company.

I/we understand that TICA Default Tenancy Control Pty. Ltd. Is a database company that allows its members to access information accumulated from members about tenants who have breached their tenancy agreements.

I/we agree and understand that should I fail to provide the database member with the information and acknowledgements required the database member may elect not to proceed with my/our tenancy application. I/we agree and understand that a listing with TICA Default Tenancy Control Pty. Limited could have an adverse effect on my/our ability to obtain future rental accommodation.

I/we acknowledge and understand that TICA Default Tenancy Control Pty. Limited can be contacted on 1902 220 346. I/we agree that the calls to TICA Default Tenancy Control Pty. Limited are charged at \$5.45 per minute inclusive of GST.

Signed: Dated:

Driver Licence
New South Wales, Australia

Sarah JOHN

132 PRINCES HWY
FIGTREE NSW 2525

Licence No.
15083501



Licence Class
C

Sarah

Date of Birth
22 NOV 1977

Card Number
2 048 692 930

Expiry Date
30 NOV 2024



medicare

2573 90561 3

RODNEY P FLINT
2573 90561 3
SARAH JOHN

VALID TO 06/2024

platinum debit

VALID DATE
MONTH YEAR MONTH YEAR

mastercard

Frank @ J & J Towing

From: Sara Saveski <sara.saveski@mmj.com.au>
Sent: Tuesday, 28 July 2020 1:31 PM
To: Frank @ J & J Towing
Subject: 122 Wentworth St, Port Kembla

Good afternoon,

Plumber has rectified the issue with the leak at shop 2/122 wentworth St

The plumber has unblocked the basin in the bathroom of unit 2/122 wentworth as he noticed it was blocked

Kind regards,

Sara Saveski

Property Officer, MMJ Real Estate South

: (02) 4296 4444 | D: (02) 4224 4403

E: sara.saveski@mmj.com.au | W: www.mmj.com.au

A: 231 Windang Road, P.O Box 31, Windang NSW 2528



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Frank @ J & J Towing

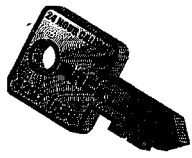
From: Frank @ J & J Towing
Sent: Tuesday, 28 July 2020 11:26 AM
To: belinda.xuereb@mmj.com.au
Subject: 1/122 Wentworth Street Port Kembla

Hi Belinda

Further to phone conversation yesterday relating to water leak at the above property. I would be grateful for some feedback from the your electricians visit to the property. Please respond by email.

Regards,

Frank 0425 336 066



Macklocks



113 Shellharbour Road
WARILLA NSW 2528
PO Box 73
WINDANG NSW 2528

A.B.N.: 35 097 572 177

A.C.N.: 097 572 177

TAX INVOICE

Licence Number 408522208

Invoice #: 00036994

Date: 27/08/2020

Email: info@macklocks.com.au

Ph: (02) 4297 1686

Fax: (02) 4296 2328

Bill To:

MMJ South (Windang)
PO BOX 31
WINDANG NSW 2528

MMJ South (Windang)

Description	Amount
2/122 Wentworth St Port Kembla EVICTION Service call to rekey 1 x dead bolt 1 x Lockset Supply internal and external lock cylinders for glass door lock	\$253.00
Please make cheques payable to Macklocks or eft to Commonwealth Bank BSB 062 636 Acc No: 10276463 and include invoice no as reference	

Your Order #: 26863	Customer ABN:		
COMMENT	Terms: Net 14	GST:	\$23.00
We appreciate your business.		Total Inc GST:	\$253.00
		Amount Applied:	\$0.00
		Balance Due:	\$253.00

Please note all goods remain the property of Locktech Locksmiths Services Pty Ltd t/a Macklocks until paid in full

Frank @ J & J Towing

From: Tahnee Gransden <tahnee.gransden@mmj.com.au>
Sent: Friday, 11 September 2020 12:12 PM
To: Frank @ J & J Towing
Cc: Rebecca Hasiuk
Subject: 1 & 2/221 Wentworth Street update

Good Morning Frank,

I hope you are well. My name is Tahnee and I have recently re-joined the Property Management team at MMJ South, and have taken over the management of your properties at 122 Wentworth Street, Port Kembla. I just wanted to reach out and discuss the following:

1/122 Wentworth Street – the existing tenants lease expired on the 14th May 2020. Would you be interested in offering the tenant another 6 or 12 month lease renewal?

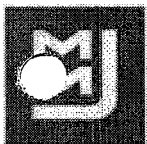
2/122 Wentworth Street – please be advised we have secured a new tenant for you. The tenant is a young couple in their mid 30's who work for a not for profit youth foundation based in Port Kembla, and have been renting in Port Kembla for the last few years in a 1 bedroom unit. They have received excellent references from their employees, personal references and current landlord. The tenants will be paying \$350 per week, with their lease commencing next week on Wednesday 16th September. Regarding the previous tenant, we are awaiting a tribunal date from the tribunal and will be perusing the previous tenant as best we can to recover monies owed.

I have also cc'd in my colleague Rebecca as we will be working together on the management of your properties.

Please let me know if you have any questions on the above.

Kind Regards,

Tahnee



Tahnee Gransden
Property Manager, MMJ South

Direct Line: 02 4224 4402 |
tahnee.gransden@mmj.com.au | www.mmj.com.au

Frank @ J & J Towing

From: Nicole Simpson <nicole.simpson@mmj.com.au>
Sent: Tuesday, 25 August 2020 1:45 PM
To: Frank @ J & J Towing
Cc: Tahnee Gransden
Subject: 2/122 wentworth

Good Afternoon,

The property is vacant , we have changed locks and the clean-up started today with council pick up arranged for tomorrow morning .

A cleaner will attend next week and I will start advertising today for \$350

Kind Regards,



Nicole Simpson
Property Manager, MMJ Real Estate South
0401 274 166 M (02) 4224 4420
nicole.simpson@mmj.com.au | www.mmj.com.au
[231 Windang Road, Windang NSW 2528](#)

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The banner features a woman's face in the background and the MMJ logo on the right.

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Frank @ J & J Towing

From: Frank @ J & J Towing
Sent: Friday, 2 October 2020 10:22 AM
To: 'danielle.lamacchia@windang.mmj.com.au'
Subject: RE: Statement and related documents for September [NORMO]

Hi Team

Could I have a COPY OF Invoice No.36994 from Matlocks 09/09/20 in the sum of \$253.00. This was not included with the Rental Statement 29/09/20?

Regards,

Frank

From: Martin Morris Jones Windang [mailto:danielle.lamacchia@windang.mmj.com.au]
Sent: Tuesday, 29 September 2020 8:51 PM
From: Frank @ J & J Towing <frank@jandjtowing.com.au>
Subject: Statement and related documents for September [NORMO]

Please find attached our statement and documents related to your investment property for September.

As always, should you have any queries please do not hesitate to contact us.

To help stop the spread of Coronavirus, our office is temporarily closed.

We are working remotely and remain contactable at all times.

Danielle Lamacchia on 0413 325 152 or danielle.lamacchia@mmj.com.au

Sandra Cook - 0434 745 506 or sandra.cook@mmj.com.au

Nicole Simpson - 0401 274 166 or nicole.simpson@mmj.com.au

Karen Raymond - karen.raymond@mmj.com.au

Jessica Adams - jessica.adams@mmj.com.au

Take care and please keep safe.

Please don't forget that at any time you can log into your secure Landlord portal.
This enables you to retrieve reports and information 24/7.

<https://www.lookatmyproperty.com.au/574941/Account/LogOn?appkey=574941&type=1000>

Kind regards,
Property Management Team
MMJ South

Can't read the PDF attachment? Get Adobe Reader for FREE from: <http://get.adobe.com/reader>

Frank @ J & J Towing

From: Tahnee Gransden <tahnee.gransden@mmj.com.au>
Sent: Tuesday, 13 October 2020 3:39 PM
To: Frank @ J & J Towing
Subject: RE: 122 Wentworth Street

Good Afternoon Frank,

Please see below a breakdown of costs still owed by Daniel Ryan – 2/122 Wentworth Street.

Rent from 20/05/20 – 20/08/20 = \$4,074.30

Invoices total owed = \$1,153.95

Total amount owed by tenant including rent, repairs and invoices: \$5,228.25

Breakdown of invoices owed below:

Pest Control = \$90.00

Rubbish and item removal and disposal = \$821.50

Replacement of electric gate remote = \$48.95

Replacement key cutting \$8.00

Repair & Cleaning of vertical blinds = \$129.50

Water usage from 25/10/19 – 23/01/20 = \$56.00

Please be advised we have an additional tribunal hearing on Tuesday 17th November persuing these issues to the best of our ability.

I can confirm the tenant has already been blacklisted on TICA the tenancy blacklist database also.

Please let me know if you require any additional information.

Kind Regards,

Tahnee

From: Nicole Simpson <nicole.simpson@mmj.com.au>

Sent: Tuesday, 13 October 2020 3:23 PM

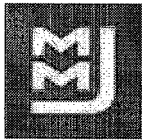
To: Kristie Fenwick <kristie.fenwick@mmj.com.au>; Belinda Xuereb <belinda.xuereb@mmj.com.au>

Cc: Danielle Lamacchia <danielle.lamacchia@mmj.com.au>; Tahnee Gransden <tahnee.gransden@mmj.com.au>

Subject: RE: 122 Wentworth Street

Didn't speak to me sorry , maybe Tahnee as she has taken over the port property's

Kind Regards,



Nicole Simpson
Property Manager, MMJ Real Estate South

0401 274 166 M (02) 4224 4420
nicole.simpson@mmj.com.au | www.mmj.com.au
231 Windang Road, Windang NSW 2528



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From: Kristie Fenwick
Sent: Tuesday, 13 October 2020 2:50 PM
To: Belinda Xuereb
Cc: Nicole Simpson
Subject: Re: 122 Wentworth Street

Ah he never asked me for this I'll work it out

Kristie Fenwick
MMJ SOUTH COMMERCIAL MANAGER

On 13 Oct 2020, at 2:45 pm, Belinda Xuereb <belinda.xuereb@mmj.com.au> wrote:

Hey Ladies,

Just received this email below - FYII

Belinda Xuereb
Commercial Assistant – MMJ Real Estate, South

Ph: (02) 4224 4413

belinda.xuereb@mmj.com.au | www.mmj.com.au/south
231 Windang Road, Windang PO Box 31 Windang NSW 2528

About MMJ Real Estate:

MMJ Real Estate (MMJ) is a leading provider of property related services. The MMJ network currently has offices located in NSW, the ACT, VIC and WA. With a team of over 150 professionals, MMJ expertly delivers most commercial, retail, industrial and residential services, including Sales, Leasing, Valuation, Property Management, Project Marketing and Town Planning to its corporate, institutional and private clients.

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From: Frank @ J & J Towing [<mailto:frank@jandjtowing.com.au>]

Sent: Tuesday, 13 October 2020 2:10 PM

To: Belinda Xuereb

Subject: 122 Wentworth Street

Hi Belinda

I hereby advise that I have cancelled my GST Registration as from 01/10/2020. I would be grateful if you could not charge GST on all future rents in respect of the Commercial Units.

2/122 Wentworth Street

I refer to our recent phone conversation relating to the above unit and the loss of rent and repairs suffered in relation to the Previous tenant Daniel Ryan. I had requested from you a calculation of the value of the loss of Rent and the cost of repairs required after they vacated the unit. Perhaps you forgot my request. I would be grateful if you could provide this information.

Regards,

Frank Normoyle 0425 336 066

Frank @ J & J Towing

From: Belinda Xuereb <belinda.xuereb@mmj.com.au>
Sent: Tuesday, 13 October 2020 3:09 PM
To: Frank @ J & J Towing
Cc: Kristie Fenwick
Subject: RE: 122 Wentworth Street

Afternoon Frank,

The loss of rent for Empty Commercial property as of 24th March is \$10,088.82 plus GST

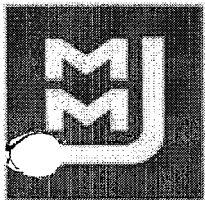
In regards to the repairs for Shop 2/122 Wentworth:

Stain Busters	\$ 220.00
Gino Plumber	\$ 390.00
Ash Miller	\$ 935.00
Jordan Volts	\$ 88.00 – disconnection of the light at the beginning as we could not get in contact with your electrician.
Total	\$1633.00

Also we still have not received an invoice from your electrician (Peter) when he came back after the repairs and painting was done when he had to re-install the light and connect properly. Has he sent the invoice to you instead.

If you are after the loss for Residential Unit upstairs (Daniel) I have forwarded the email onto Nicole Simpson/Tahnee Grandson who look after that property for you.

Regards



Belinda Xuereb
Commercial Assistant – MMJ Real Estate, South
Ph: (02) 4224 4413
belinda.xuereb@mmj.com.au | www.mmj.com.au/south
231 Windang Road, Windang PO Box 31 Windang NSW 2528



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elinda

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