



Date: 25 August, 2020

Inv No: 10702

AR Quayle & Co.
Certified Practising Accountants

Mr Martin Leach
Martin & Catherine Leach Super Fund
PO Box 150
BENDIGO VIC 3552

Tax Invoice

For Professional Services Rendered

Amount Including GST

Accounting Taxation and Professional Services in respect of the period ended 25th August, 2020 including:-

Preparation and audit of financial statements for the year ended 30th June 2020 as required by the Superannuation Industry (Supervision) Act for the Martin & Catherine Leach Super Fund.

Preparation and lodgement of Income Tax Return and regulatory information for the year ended 30th June 2020 for the Martin & Catherine Leach Super Fund.

Preparation of all necessary Trustee Minutes for the year ended 30th June 2020 for the Martin & Catherine Leach Super Fund.

2,640.00

Due 8/2 Sept

Paid 8/9/20

171429676

Total Amount Due: 2,640.00

Includes GST of: 240.00

Payment Terms: Payment Due On Invoice:

Payment Of Your Account May Be Made By The Following Ways :- EFPOS/Cash/Cheque/Direct Deposit

EFPOS : Please call (03) 9898 1633 to process EFPOS payment

Direct Deposit To Bank Account - A R Quayle & Co, BSB: 123628, Account No: 21510901

Cheque: made payable to A R Quayle & Co - And Sent to : PO Box 1300, Doncaster Heights, VIC, 3109 - PLEASE NOTE NEW PO BOX



Date: 19 September, 2020

Inv No: 10736

AR Quayle & Co.
Certified Practising Accountants

ABN : 87 154 423 756

T : 03 9898 1633

F : 03 9898 1644

E : enquiries@arquayle.com

Martin Leach
Colleach Shipping Two Pty Ltd
PO Box 150
BENDIGO VIC 3552

Suite 8, 857 Doncaster Road
Doncaster East VIC 3109
PO Box 1300, Doncaster Heights VIC 3109

www.arquayle.com

Tax Invoice

For Professional Services Rendered

Amount Including GST

Accounting Taxation and Professional Services in respect of the period ended 19th September, 2020 including:-

Downloading of Company Statement and review of details contained within together with the preparation of minutes and resolutions as required, filing and incidental services.

198.00

Paid 21/9/20

Total Amount Due: 198.00

Includes GST of: 18.00

Payment Terms: Payment Due On Invoice:

Payment Of Your Account May Be Made By The Following Ways :- EFPOS/Cash/Cheque/Direct Deposit
EFPOS : Please call (03) 9898 1633 to process EFPOS payment

Direct Deposit To Bank Account - A R Quayle & Co, BSB: 123628, Account No: 21510901

Cheque: made payable to A R Quayle & Co - And Sent to : PO Box 1300, Doncaster Heights, VIC, 3109 - PLEASE NOTE
NEW PO BOX



ASIC
Australian Securities & Investments Commission

ABN 86 768 265 615

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

Super fund

COLLEACH SHIPPING PTY LTD
A R QUAYLE & CO
PO BOX 1300 DONCASTER HEIGHTS VIC 3109

Paid 10/8/20
119837988

INVOICE STATEMENT
Issue date 12 Jun 20
COLLEACH SHIPPING PTY LTD

ACN 600 090 079
Account No. 22 600090079

Summary

Opening Balance	\$0.00
New items	\$267.00
Payments & credits	\$0.00
TOTAL DUE	\$267.00

- 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

Please pay

Immediately	\$0.00
By 12 Aug 20	\$267.00

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
COLLEACH SHIPPING PTY LTD

ACN 600 090 079 Account No: 22 600090079



22 600090079

TOTAL DUE	\$267.00
Immediately	\$0.00
By 12 Aug 20	\$267.00

Payment options are listed on the back of this payment slip



Biller Code: 17301
Ref: 2296000900797



*814 129 0002296000900797 62



ASIC
Australian Securities & Investments Commission

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

ABN 86 768 265 615

COLLEACH SHIPPING TWO PTY LTD
A R QUAYLE & CO
PO BOX 1300 DONCASTER HEIGHTS VIC 3109

Paid 21/9/12
120957174

INVOICE STATEMENT
Issue date 12 Aug 20
COLLEACH SHIPPING TWO PTY LTD

ACN 601 196 249
Account No. 22 601196249

Summary

Opening Balance	\$0.00
New items	\$273.00
Payments & credits	\$0.00
TOTAL DUE	\$273.00

- 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

Please pay

Immediately	\$0.00
By 12 Oct 20	\$273.00

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
COLLEACH SHIPPING TWO PTY LTD

ACN 601 196 249 Account No: 22 601196249



22 601196249

TOTAL DUE	\$273.00
Immediately	\$0.00
By 12 Oct 20	\$273.00

Payment options are listed on the back of this payment slip

	Billers Code: 17301
	Ref: 2296011962497



*814 129 0002296011962497 16

Colleach Pty Ltd

PO Box 150 Bendigo VIC 3552
martin@cleaningbendigo.com

ACN 105 277 058

phone (03) 5444 0500
fax (03) 5444 0533

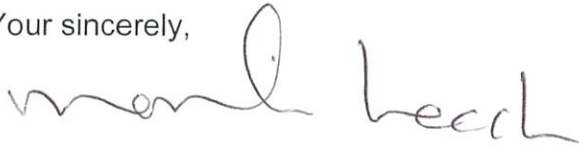
7th May 2020

Dear Sir,

Re: Lease 169 Eaglehawk road, Long Gully 3550

Please be advised that Colleach Pty Ltd wish to exercise our option over the lease agreement at 169 Eaglehawk road for a term of a further 3 years effective 8th August 2020 and expiring 7th August 2023.

Your sincerely,



Martin F Leach
Director
Colleach Pty Ltd

I, Catherine Mary Leach, Director of Colleach Shipping Pty Ltd (landlord of 169 Eaglehawk Road, Long Gully), hereby:

1. Acknowledge the exercising of the lease Item 15 (Further terms) per the original lease dated 8th August 2014 & Option letter dated 7/5/2017.
2. I hereby amend Item 13 (Review dates a) – Market Review Date 8th August 2023); & b) Fixed Review Dates and Percentages or fixed amount increases at 3% on 8th August 2020, 8th August 2021 and 8th August 2022.
3. The amendment of Item 16 (Latest Date for Exercising Option for Renewal to 8th May 2023).

Signed



Catherine Mary Leach
8th May 2020



**Residential Tenancy Agreement
Residential Tenancies Act 1997**

Conditions of Agreement

1. **THIS AGREEMENT** is made on the date specified in item 1 in the Schedule here to **BETWEEN** the **LANDLORD** whose name and address is specified in item 2 in the Schedule whose agent is specified in item 3 in the Schedule and the **TENANT** whose name and address is specified in item 4 in the Schedule.

PREMISES AND RENT

The **LANDLORD** lets to the **TENANT** the **PREMISES** specified in item 5 in the Schedule together with those items indicated in the Schedule, for which the **RENTAL** shall be the amount specified in item 6 in the Schedule of which the first instalment is payable on the date specified in item 7 of the Schedule and payable by the **TENANT** to the party specified in item 8 in the Schedule.

BOND

The **TENANT** shall pay a **BOND** of the amount specified in item 9 of the Schedule to the **LANDLORD/AGENT** on or before signing of this Agreement.

In accordance with the Residential Tenancies Act 1997 the **LANDLORD/AGENT** must lodge the **BOND** with the Residential Tenancy Authority within 10 business days of receiving the **BOND**.

FIXED TERM TENANCY

The term of this Agreement shall be as specified in item 10 of the Schedule **COMMENCING** on the date specified in item 11 in the Schedule and **ENDING** on the date specified in item 12 in the Schedule and unless either party terminates this Agreement in accordance with the provisions of the Residential Tenancies Act 1997 this Agreement shall then continue as a periodic tenancy.

OR

PERIODIC TENANCY

This Agreement shall commence on the date specified in item 14 in the Schedule and continue until terminated in accordance with the Residential Tenancies Act 1997.

2. **CONDITION OF THE PREMISES**

The **LANDLORD** shall make sure that the premises are maintained in good repair The Landlord authorises the Agent to undertake urgent repairs up to \$1,800.00. Telephone for urgent repairs only (03) 524 32299

3. **DAMAGE TO THE PREMISES**

- a) The **TENANT** shall make sure that care is taken to avoid damaging the premises.
- b) The **TENANT** must take reasonable care to avoid damaging the premises and any common areas.
- c) The **TENANT** who becomes aware of damage to the rented premises must give notice to the **LANDLORD** of any damage to the premises as soon as practicable.

4. **CLEANLINESS OF THE PREMISES**

- a) The **LANDLORD** shall make sure that the premises are in a reasonable clean condition on the day on which it is agreed that the **TENANT** shall enter into occupation of the premises.
- b) The **TENANT** shall keep the premises in a reasonably clean condition during the period of Agreement.

5. **USE OF PREMISES**

- a) The **TENANT** shall not use or allow the premises to be used for any illegal purpose.
- b) The **TENANT** shall not use or allow the premises to be used in such a manner as to cause a nuisance or cause an interference with the reasonable peace, comfort or privacy of any occupier of neighbouring premises.

6. **QUIET ENJOYMENT**

The **LANDLORD** shall take all reasonable steps to make sure that the **TENANT** has quiet enjoyment of the premises.

7. **ASSIGNMENT OR SUB-LETTING**

- a) The **TENANT** shall not assign or sub-let the whole or any part of the premises without the consent of the **LANDLORD**.
- b) The **LANDLORD'S** consent shall not be unreasonably withheld.

Tenants Initials

- c) The **LANDLORD** shall not demand or receive any fee or payment for the consent, except in respect of any fees, costs or charges incurred by the **LANDLORD** in relation to the preparation of an assignment in writing of this Agreement.

8. RESIDENTIAL TENANCIES ACT, 1997

Both parties to the Agreement shall comply with the provisions of the Residential Tenancies Act 1997 as they apply to each party. (Note: Reference should be made to Part 2 of the Residential Tenancies Act 1997 for further rights and duties).

ADDITIONAL TERMS

Additional terms which do not take away the rights and duties included in the Residential Tenancies Act, 1997 may be set out in this Section.

9. The **TENANT** shall pay all charges in respect of the re-connection and consumption of water, electricity, gas, oil and telephone where the rented premises is separately metered for these services.
10. The **TENANT** shall not do or allow anything to be done which would invalidate any insurance policy on the premises or increase the premium and the **TENANT** shall pay to the **LANDLORD** all increased premiums and all other expenses incurred as a consequence of any breach of this term.
11. The **TENANT** agrees to pay the **LANDLORD** any excess amount charged, or any additional premium charged by the **LANDLORD'S** Insurance Company as a result of accidental breakage of glass, toilet bowls and wash basins in the premises where the damage has been caused by the **TENANT**, or by anyone on the premises with the consent of the **TENANT**.
12. The **TENANT** shall indemnify the **LANDLORD** for any loss or damage caused by failure to ensure that care is taken to avoid damaging the rented premises by the **TENANT** or anyone on the premises with the consent of the **TENANT**. Without limiting the generality of the foregoing, the **TENANT** shall indemnify the **LANDLORD** for the cost of repairs to plumbing blockages caused by the negligence or misuse of the **TENANT**.
13. The **TENANT** shall notify the **LANDLORD** or **AGENT** immediately upon becoming aware of any defects in the premises or any other matter which may give rise to a liability pursuant to the Occupiers Liability Act, 1983.
14. The **TENANT** shall indemnify the **LANDLORD** against all liability in respect of injury or damage to any third person or third party property arising from any conduct, act or omission by the **TENANT**, or the **TENANT'S** servants, **AGENT'S** and/or invitees.
15. The **TENANT** shall not paint or affix any sign or any antenna onto the premises or affix any nail, screw, fastening or adhesive to the interior of the premises without the prior written consent of the **LANDLORD** or **AGENT**.
16. The **TENANT** acknowledges that it is the **TENANT'S** responsibility upon the termination of the Agreement to deliver the keys to the premises to the **AGENT'S** office and to continue paying rent until such time as the keys are delivered.
17. The **TENANT** shall not use the premises for any purpose other than for residential purposes without the written consent of the **LANDLORD**.
18. The **TENANT** shall not do or allow to be done anything that will cause the shared service facilities to become obstructed, untidy, damaged or used for any purpose other than for which they are intended.
19. The **TENANT** shall not keep any animal, bird or pet on the premises without the written consent of the **LANDLORD**.
(Note: written consent of the Body Corporate Committee will be necessary in an own-your-own unit).
20. The **TENANT** shall deposit all rubbish including cartons and newspapers in a proper rubbish receptacle with a close fitting lid as required by the Health Department or Local Council. Such rubbish receptacle shall be kept only in the place provided and placed out by the **TENANT** for collection by the Local Council or Health Department and returned to its allotted place.
21. The **TENANT** shall not hang any clothes outside the premises other than where provision for the hanging of clothes has been provided.
22. The **TENANT** shall not keep or use in the premises any portable kerosene heaters, oil burning heaters or heaters of a similar kind.
23. The **TENANT** shall comply with any Act, Regulation, Rule or direction of any Government, semi Government or statutory body.

Tenants Initials

24. The **TENANT** shall allow the **LANDLORD** or his **AGENT** to put on the premises a notice or notices 'to let' during the last month of the term of this Agreement. The **TENANT** shall also allow the **LANDLORD** or his **AGENT** to put on the premises a notice or notices 'for sale' or 'auction' at any time during the term of this Agreement and permit access to the premises by the **LANDLORD** or his **AGENT** to present the property to prospective purchasers or **TENANTS** upon 24 hours' notice or by Agreement with the **TENANT** and the **LANDLORD** or the **LANDLORD'S AGENT**.

25. The **TENANT** acknowledges that no promises, representations, warranties or undertakings have been given by the **LANDLORD** or **AGENT** in relation to the suitability of the premises for the **TENANT'S** purposes or in respect of the furnishings, fittings or appurtenances of the premises otherwise than as provided herein.

26. No consent or waiver of any breach by the **TENANT** of the **TENANT'S** obligations under the Residential Tenancies Act, 1997 shall prevent the **LANDLORD** from subsequently enforcing any of the provisions of this Agreement.

27. The **TENANT** agrees to observe and be bound by the Articles of Association of the Service Company or the Rules of the Body Corporate (as the case may be) in so far as they relate to or affect the use, occupation and enjoyment of the premises and the common property provided that the **TENANT** shall not be required to contribute costs of a capital nature or which would, except for this provision, be payable by the **LANDLORD**. The Standard Rules of the Sub-Division (Body Corporate) Regulations, if not amended, apply to all Bodies Corporate.

28. In accordance with the provisions of Section 44 of the Residential Tenancies Act, 1997, the **LANDLORD** may from time to time and at any time, other than within the terms specified in the Schedule as the fixed term, increase the rent by giving the **TENANT** at least 60 days' notice of the increase.

29. This Agreement may be amended only by an Agreement in writing signed by the **LANDLORD** and the **TENANT**.

30. The **TENANT** shall at the **TENANT'S** expense replace all lighting tubes and globes to the premises which become defective during the term of the tenancy unless the defect is proven to be caused by faulty wiring.

31. The **TENANT** agrees that they will maintain the gardens throughout the term of the tenancy. Should the tenants not maintain the gardens the agent may employ a gardener to bring the gardens to a reasonable state and the cost will be borne by the tenant. Maintenance includes watering.

32. If the **TENANT** wishes to vacate the premises at the expiration of this Agreement the **TENANT** shall give the **LANDLORD** or **AGENT** written notice of the **TENANT'S** intention to vacate 28 days prior to the expiration of the Agreement. If the **TENANT** remains in occupation of the premises after the expiration of this Agreement and does not enter into a new fixed term Agreement the **TENANT** must give written notice of the **TENANT'S** intention to vacate the premises specifying a termination date that is not earlier than 28 days after the day on which the **TENANT** gives notice.

33. The **TENANT** acknowledges that pursuant to Section 428 of the Residential Tenancies Act, 1997, the **TENANT** shall not refuse to pay rent on the ground that the **TENANT** intends to regard as rent paid by the **TENANT**, the **BOND** or any part of the **BOND** paid in respect of the **PREMISES**. The **TENANT** acknowledges that failure to abide by this section of the Act renders the **TENANT** liable to a penalty of \$1,000.

34. The **TENANT** agrees not to carry out any mechanical repairs or spray painting of any motor vehicles, boats or motor cycles in or around the property including common property. The **TENANT** also agrees to be fully responsible for the removal of any motor cycle, car or boat spare parts or bodies or any other equipment used and to fully reinstate the **PREMISES** or the land or common property on which it is situated to their original condition forthwith.

35. The **TENANT** must:

- a) check each smoke detector in the **PREMISES** weekly to confirm that it is kept fully operational. These checks are to ensure the safety of the **TENANT** and the security of the **PREMISES**.
- b) replace the battery in each smoke detector on or about 1 January each year (or earlier if this becomes necessary).
- c) Immediately notify the **LANDLORD/AGENT** of any faults smoke detector (and confirm this advice to the **LANDLORD/AGENT** in writing the same day).

Tenants Initials

36. The **TENANT** acknowledges that the Landlord's insurance does not extend to the tenants possessions.
37. The **TENANT** agrees to have the all carpeted areas commercially steam cleaned at the end of the tenancy.
38. The **TENANT** acknowledges any application fee and subsequent costs applicable for an application to the Victorian Civil and Administrative Tribunal due to default under the Residential Tenancies Act shall be payable by the tenant.
39. The **TENANTS** agree there will be no smoking inside the house.
40. The **TENANTS** agree that the agent will not supply keys after hours.

SPECIAL CONDITIONS

1. Should the **TENANTS** find it essential to vacate the premises before the expiry date of the lease, he/she will:-
 - a. Immediately inform the **AGENT** of his/her desire to do so and ask them to find an acceptable person or persons to whom the Lease could be assigned or will execute a new lease.
 - b. Pay all costs associated with securing the new **TENANTS** or **TENANCY**
These are:
 - i. Lease Break Fee: Equivalent to 2 weeks rent (plus GST)
 - ii. Advertising Fee: \$200.00 (plus GST) includes boards, internet, and rental list
 - iii. The Barwon Water Administration Fee if applicable. (\$39.27)
 - iv. The tenant will continue to pay rent until the property is re-occupied or lease expiry date. (Whichever is the sooner).

Tenants Initials

SCHEDULE

- Item 1: DATE OF AGREEMENT: 10 October 2018
- Item 2: LANDLORD: Name: M Leach
Address: C/-VANDERS REAL ESTATE GEELONG
152a HIGH STREET BELMONT VIC 3216
- Item 3: AGENT: Registered Business No: St Cloud Pty Ltd T/AS Vanders Real Estate Geelong
(ACN 168 641 558)
Address: 152a HIGH STREET_BELMONT VIC 3216
Telephone (03) 5243 2299 Facsimile: (03) 5241 1289
- Item 4: TENANT (1): Name: Nino Verfurth
Address: 4 Matilda Crt, Belmont Vic 3216
- Item 5: PREMISES: 64 Station Road, Marshall, VIC 3216
- Item 6: RENTAL: \$380 per week
TO BE IN ADVANCE AT ALL TIMES
- Item 7: COMMENCING ON: 16/11/2018
- Item 8: RENT PAYMENTS TO AGENT @: VANDERS REAL ESTATE GEELONG
152a HIGH STREET, BELMONT VIC 3216
- Item 9: BOND: \$1520
- Item 10: FIXED TERM AGREEMENT: 12 Months
- Item 11: COMMENCEMENT DATE: ~~15~~ 16 NOVEMBER 2018 N
- Item 12: TERMINATION DATE: ~~14~~ 15 NOVEMBER 2019 M

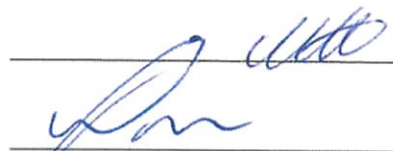
OR (*Delete where applicable)

SIGNED by the Landlord/Agent

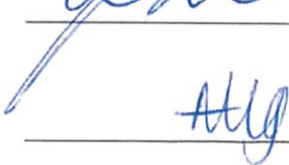


in the presence of:

(Witness)



SIGNED by the Tenant/s
in the presence of:



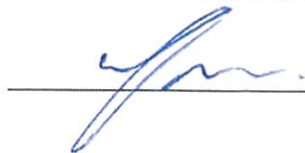
(Witness)



The TENANT hereby acknowledges having received a copy of a Statement of Rights and Duties and a copy of this Tenancy Agreement in accordance with the provisions of the Residential Tenancies Act, 1997.

TENANT/S

SIGNED by the Tenant



AUTHORITY TO KEEP DOG

I, Nino Verfurth, hereby agree to adhere to all conditions as set out below in regards to keeping a dog at the rented premises at:

Property Address: 64 Station Rd, Marshall Vic 3216

1. The dog must be obedient and be capable of achieving a minimum training standard.
2. The dog must not be of a vicious nature. Any injury to person(s) caused by the dog will be the responsibility of the tenants to make good any expenses and/or litigation from the injuries.
3. The tenant(s) agrees that should the animal become **annoying, bothersome** and in any way a **nuisance** to neighbours the tenant will immediately upon request from the agent; remove the pet from the premises.
4. Only this dog is to be kept on the premises. No dog in future may be added or replaced. Should the tenant wish to keep an additional animal, the tenant must seek further permission to do so and execute a separate Pet Lease Agreement for each animal, before the animal is allowed onto the premises. The dog must be kept well groomed; council registered, fully immunized and not have fleas,
5. The yard must be kept clean at all times and all excreta must be removed by the tenant(s) regularly.
6. Any damage caused by the dog deemed by the agent and the owner must be made good by the tenants during the tenancy or at the final inspection.
7. The tenant agrees that the **dog will not be allowed inside the premises** during the term of the tenancy and any extension thereof.
8. The tenant agrees to have the property professionally sprayed for Fleas at the end of the tenancy, providing a receipt upon vacating.

Breed: PUG

Colour:

Age: 13

Name: PUGSLEY

Sex: M

Signed _____

Tenant(s): _____ NINO VERFURTH

Dated: 12/10/18

Landlord/Agent _____ ATTIG

Dated: 12/10/18

Depreciation Worksheet

2021

Title Station St
 Transfer to 3 Rental: 64 Station Street
 Private Use % (default private use % for this worksheet)

Taxpayer is eligible for Small Business accelerated depreciation for General Pool (Y or BLANK)

Total Cost	Opening	Acquisition Date	Acquisition Cost	Total Value	Rate %	Type P/D	Decline in Value	Private Portion	Closing
------------	---------	------------------	------------------	-------------	--------	----------	------------------	-----------------	---------

All Assets (1)

Prowler Proof Daimond Hinged Security Door									
680	0	10/07/2020	680	680	2.50	S	17	0	663

Total Cost	Opening	Acquisition Cost	Total Value	Decline in Value	Private	Closing
680	0	680	680	17	0	663

		Deduct for Private Use	<input type="text" value="0"/>
		Net Depreciation	<input type="text"/>
Disposals:	[Deduct for Private Use	<input type="text"/>
		Net Adjustment	<input type="text"/>
		Total Claimed for Depreciation	<input type="text" value="17"/>

Total Assets - 1 [On hand the full year - 0, Acquisitions - 1, Disposals - 0]

