

Our Contact: Glen Toll
Email: gtoll@bot.com.au
Our Ref: TP:210550
Your Ref:



Mr PJ & Mrs SS Fleming
144 Kleidons Road
BUCCA QLD 4670

BY EMAIL: peter@motel24.com.au

18 October 2021

Dear Peter & Sonia

LEASE TO WORKWAYS AUSTRALIA LIMITED - EXTENSION OF LEASE

We refer to the above matter.

We confirm that the Deed of Extension and Variation has now been executed by all parties and we **enclose** a copy of same for your records. We confirm that your original copy has been placed in safe custody where it may remain for as long as you wish.

We outline the key provisions of the Lease Extension:-

- Expiry Date:** 31 March 2024.
- Rental:** \$102,004.20 per annum (plus GST) for the first year of the renewed term (i.e. 1 April 2021 to 31 March 2022).
- Option/s:** NIL.
- Rent Review:** At the commencement of each of the second and third years of the renewed term, the rental shall be increased by a fixed 3% in accordance with the provision of the Lease.
- Insurance:** We suggest that you request a copy of the Tenant's certificate of currency annually for your records pursuant to the Lease.

We confirm that the security deposit paid by the Tenant of \$25,501.55 has been deposited to your nominated Westpac account. We confirm that these funds are to be held on behalf of the Tenant until such time as the Tenant vacates the Premises.

Furthermore, pursuant to the Deed, our professional fees in relation to preparation of the Deed of Extension and Variation have been met by the new tenant and therefore, no further action is required by you.

PARTNERS

David Baker

Glen Toll B.Com, LLB (Hons)

Dr Christopher Rowe PhD

B.Com, LLB, B.A (Hons)

Acc.Spec (Fam).



CONSULTANT

David O'Brien

SOLICITOR

Michelle Rekow

LLB (Hons), Grad Dip Legal Practice

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Accordingly, we now take this opportunity to thank you for your instructions. If we can be of any further assistance, please do not hesitate to contact the writer.

Yours faithfully
BAKER O'BRIEN TOLL

GLEN TOLL
Partner

A handwritten signature in black ink, appearing to read 'GLEN TOLL', written over a faint, stylized outline of a signature.

Conversion of your file to an e-file: It is our Policy that at the completion of your matter, and after your account has been finalised, the hard copy of your file will be converted to an "e-file" and the hard copy destroyed. Thereafter, your e-file will be stored on our file server. We anticipate this process will enable a more efficient turnaround in retrieving information on your behalf, if and when required.

As is our current Policy, all original material handed to the writer will be returned to you or stored in our safe custody, as is appropriate. During the course of your matter, should you require any original document not otherwise returned to you, please instruct the writer. Unless you expressly instruct us otherwise, we shall assume that you authorise us to destroy the hard copy of your file as is contemplated by our office Policy after a period of four (4) days has elapsed from finalisation.

200 | W

Westpac Banking Corporation
ABN 33 007 457 141

TP

Date 14 / 10 / 21

For CREDIT of (account name) **Westpac B**
PE'S SUPERMARKET

Branch BSB no. / Acc. no. **054122 / 11993115 DC**

Cash \$ **•**
Cheques \$ **•**

Transfer fee \$ **•**

TOTAL \$ 25561.05

Please retain for statement verification