



Our Ref: CL:19/0013

27 March 2019

Ms HL Wilson
Gavenwood Nominees Pty Ltd
21A Peppertree Drive
ROTHBURY NSW 2320

Dear Heather

Gavenwood Nominees Pty Ltd Your Purchase from Suzanne Fance & Anthony James Miller
Property: 803/8 Broughton Road, Artarmon

SETTLEMENT

Settlement of your purchase is scheduled to take place on Friday, 5 April 2019 at 12:30pm.

PRE SETTLEMENT INSPECTION

Please organise with the Agent to inspect the property on or as close to settlement day as possible to ensure that the property is being left vacant and that the inclusions as stated in the Contract do remain.

If you have any concerns resulting from the inspection, please call us immediately so that we can determine whether the concern is something that should be rectified or whether it is something that should delay settlement.

CLEANING

We remind you that there is no obligation in the Contract which requires the vendor to clean the property prior to settlement.

INSURANCE

If you have not already done so, you should make arrangements to insure for property for all risks such as strata fixtures, fittings and landlord's insurance from and including the date of settlement.

PROPERTY SEARCHES AND ENQUIRIES

We have now finalised our searches and enquiries. All the search results and enquiries are satisfactory.

Sydney – By Appointment

ABN 70 163 610 722 | Corporate Licence Number 05002024

ABN 13 611 368 724 effective from 1/4/2019

Phone (02) 9411 6681 | Postal PO Box 154, ARTARMON NSW 1570

Address 'Excen Building' 119 Willoughby Road, Crows Nest

www.vogueconveyancing.com.au

OUR ACCOUNT

We **enclose** our invoice for your approval. In accordance with our costs letter dated 12 March 2019 payment is required on settlement. Please do not attend to payment separately as we have made provision to collect payment as part of your total contribution required for settlement. Please refer to paragraph "Settlement Funds" below.

SETTLEMENT FUNDS

A Transaction Statement together with Settlement Adjustment Sheet is **enclosed**. You will note from your Settlement Adjustment Sheet that an adjustment has been made for your share of the council rates, water rates and strata levies.

The balance of purchase money required at settlement is \$806,308.03 plus stamp duty of \$35,785.00, Payment of NSW Government registration fees (\$283.20), PEXA settlement fees (\$112.64) and payment of our invoice (\$3,203.90) **(totalling \$845,692.77)**. We confirm that you will be providing all funds required for settlement.

We ask that you arrange to transfer the settlement funds (\$845,692.77) into our Trust Account **no later than Thursday, 4 April 2019**. To do this you may need to attend at your bank and arrange for the funds to be telegraphically transferred (also known as a TT, same day transfer or an International Gross Money Transfer).

Our Trust Account details are:

Bank: Commonwealth Bank of Australia
BSB: 062-104
Account: 1023 5940
Name: Vogue Conveyancing P/L Trust Account

***Please note quote reference: 19/0013 Gavenwood**

If there is anything concerning settlement which requires clarification or explanation, please do not hesitate to call Cindy Lambert on 9411 6681.

Yours faithfully

Vogue Conveyancing



Cindy Lambert
Principal
cindy@vogueconveyancing.com.au

