

# Seller disclosure statement



Queensland  
Government

Property Law Act 2023 section 99

Form 2, Version 1 | Effective from: 1 August 2025

**WARNING TO BUYER** – This statement contains important legal and other information about the property offered for sale. You should read and satisfy yourself of the information in this statement before signing a contract. You are advised to seek legal advice before signing this form. You should not assume you can terminate the contract after signing if you are not satisfied with the information in this statement.

**WARNING – You must be given this statement before you sign the contract for the sale of the property.**

**This statement does not include information about:**

- » flooding or other natural hazard history
- » structural soundness of the building or pest infestation
- » current or historical use of the property
- » current or past building or development approvals for the property
- » limits imposed by planning laws on the use of the land
- » services that are or may be connected to the property
- » the presence of asbestos within buildings or improvements on the property.

You are encouraged to make your own inquiries about these matters before signing a contract. You may not be able to terminate the contract if these matters are discovered after you sign.

## Part 1 – Seller and property details

Seller

Property address

(referred to as the  
“property” in this  
statement)

Lot on plan description

Community titles scheme      Is the property part of a community titles scheme or a BUGTA scheme:  
or BUGTA scheme:       Yes       No

*If Yes, refer to Part 6 of this statement  
for additional information*

*If No, please disregard Part 6 of this statement  
as it does not need to be completed*

## Part 2 – Title details, encumbrances and residential tenancy or rooming accommodation agreement

Title details	The seller gives or has given the buyer the following—	
	A title search for the property issued under the <i>Land Title Act 1994</i> showing interests registered under that Act for the property.	<input type="checkbox"/> Yes
	A copy of the plan of survey registered for the property.	<input type="checkbox"/> Yes

<b>Registered encumbrances</b>	<p>Registered encumbrances, if any, are recorded on the title search, and may affect your use of the property. Examples include easements, statutory covenants, leases and mortgages.</p> <p>You should seek legal advice about your rights and obligations before signing the contract.</p>
<b>Unregistered encumbrances (excluding statutory encumbrances)</b>	<p>There are encumbrances not registered on the title that will continue to affect the property after <b>settlement</b>.</p> <p><b>Note</b>—If the property is part of a community titles scheme or a BUGTA scheme it may be subject to and have the benefit of statutory easements that are <b>NOT</b> required to be disclosed.</p>
	<p><b>Unregistered lease (if applicable)</b></p> <p>If the unregistered encumbrance is an unregistered lease, the details of the agreement are as follows:</p> <ul style="list-style-type: none"> <li>» the start and end day of the term of the lease;</li> <li>» the amount of rent and bond payable;</li> <li>» whether the lease has an option to renew;</li> </ul>
	<p><b>Other unregistered agreement in writing (if applicable)</b></p> <p>If the unregistered encumbrance is created by an agreement in writing, and is not an unregistered lease, a copy of the agreement is given, together with relevant plans, if any.</p>
	<p><b>Unregistered oral agreement (if applicable)</b></p> <p>If the unregistered encumbrance is created by an oral agreement, and is not an unregistered lease, the details of the agreement are as follows:</p>
<b>Statutory encumbrances</b>	<p>There are statutory encumbrances that affect the property. <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b></p> <p><i>If Yes, the details of any statutory encumbrances are as follows:</i></p>
<b>Residential tenancy or rooming accommodation agreement</b>	<p>The property has been subject to a residential tenancy agreement or a rooming accommodation agreement under the <i>Residential Tenancies and Rooming Accommodation Act 2008</i> during the last 12 months.</p> <p><i>If Yes, when was the rent for the premises or each of the residents' rooms last increased? (Insert date of the most recent rent increase for the premises or rooms)</i></p> <p><b>Note</b>—Under the <i>Residential Tenancies and Rooming Accommodation Act 2008</i> the rent for a residential premises may not be increased earlier than 12 months after the last rent increase for the premises.</p> <p>As the owner of the property, you may need to provide evidence of the day of the last rent increase. You should ask the seller to provide this evidence to you prior to settlement.</p>

## Part 3 – Land use, planning and environment

**WARNING TO BUYER** – You may not have any rights if the current or proposed use of the property is not lawful under the local planning scheme. You can obtain further information about any planning and development restrictions applicable to the lot, including in relation to short-term letting, from the relevant local government.

<b>Zoning</b>	The zoning of the property is ( <i>Insert zoning under the planning scheme, the Economic Development Act 2012; the Integrated Resort Development Act 1987; the Mixed Use Development Act 199; the State Development and Public Works Organisation Act 1971 or the Sanctuary Cove Resort Act 1985, as applicable</i> ):		
<b>Transport proposals and resumptions</b>	<p>The lot is affected by a notice issued by a Commonwealth, State or local government entity and given to the seller about a transport infrastructure proposal* to: locate transport infrastructure on the property; or alter the dimensions of the property.</p> <p>The lot is affected by a notice of intention to resume the property or any part of the property.</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If Yes, a copy of the notice, order, proposal or correspondence must be given by the seller.</i>			
<p>* <i>Transport infrastructure</i> has the meaning defined in the <i>Transport Infrastructure Act 1994</i>. A <i>proposal</i> means a resolution or adoption by some official process to establish plans or options that will physically affect the property.</p>			
<b>Contamination and environmental protection</b>	<p>The property is recorded on the Environmental Management Register or the Contaminated Land Register under the <i>Environmental Protection Act 1994</i>.</p> <p><b>The following notices are, or have been, given:</b></p> <p>A notice under section 408(2) of the <i>Environmental Protection Act 1994</i> (for example, land is contaminated, show cause notice, requirement for site investigation, clean up notice or site management plan).</p> <p>A notice under section 369C(2) of the <i>Environmental Protection Act 1994</i> (the property is a place or business to which an environmental enforcement order applies).</p> <p>A notice under section 347(2) of the <i>Environmental Protection Act 1994</i> (the property is a place or business to which a prescribed transitional environmental program applies).</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Trees</b>	<p>There is a tree order or application under the <i>Neighbourhood Disputes (Dividing Fences and Trees) Act 2011</i> affecting the property.</p> <p><i>If Yes, a copy of the order or application must be given by the seller.</i></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Heritage</b>	The property is affected by the <i>Queensland Heritage Act 1992</i> or is included in the World Heritage List under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Flooding</b>	Information about whether the property is affected by flooding or another natural hazard or within a natural hazard overlay can be obtained from the relevant local government and you should make your own enquiries. Flood information for the property may also be available at the <a href="#">FloodCheck Queensland</a> portal or the <a href="#">Australian Flood Risk Information</a> portal.		
<b>Vegetation, habitats and protected plants</b>	Information about vegetation clearing, koala habitats and other restrictions on development of the land that may apply can be obtained from the relevant State government agency.		

## Part 4 – Buildings and structures

**WARNING TO BUYER** – The seller does not warrant the structural soundness of the buildings or improvements on the property, or that the buildings on the property have the required approval, or that there is no pest infestation affecting the property. You should engage a licensed building inspector or an appropriately qualified engineer, builder or pest inspector to inspect the property and provide a report and also undertake searches to determine whether buildings and improvements on the property have the required approvals.

<b>Swimming pool</b>	There is a relevant pool for the property.  If a community titles scheme or a BUGTA scheme – a shared pool is located in the scheme.  Pool compliance certificate is given.  OR  Notice of no pool safety certificate is given.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Unlicensed building work under owner builder permit</b>	Building work was carried out on the property under an owner builder permit in the last 6 years.  <i>A notice under section 47 of the Queensland Building and Construction Commission Act 1991 must be given by the seller and you may be required to sign the notice and return it to the seller prior to signing the contract.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Notices and orders</b>	There is an unsatisfied show cause notice or enforcement notice under the <i>Building Act 1975</i> , section 246AG, 247 or 248 or under the <i>Planning Act 2016</i> , section 167 or 168.  The seller has been given a notice or order, that remains in effect, from a local, State or Commonwealth government, a court or tribunal, or other competent authority, requiring work to be done or money to be spent in relation to the property.  <i>If Yes, a copy of the notice or order must be given by the seller.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Building Energy Efficiency Certificate</b>	If the property is a commercial office building of more than 1,000m <sup>2</sup> , a Building Energy Efficiency Certificate is available on the Building Energy Efficiency Register.		
<b>Asbestos</b>	The seller does not warrant whether asbestos is present within buildings or improvements on the property. Buildings or improvements built before 1990 may contain asbestos. Asbestos containing materials (ACM) may have been used up until the early 2000s. Asbestos or ACM may become dangerous when damaged, disturbed, or deteriorating. Information about asbestos is available at the Queensland Government Asbestos Website ( <a href="http://asbestos.qld.gov.au">asbestos.qld.gov.au</a> ) including common locations of asbestos and other practical guidance for homeowners.		

## Part 5 – Rates and services

**WARNING TO BUYER** – The amount of charges imposed on you may be different to the amount imposed on the seller.

Rates	<b>Whichever of the following applies—</b>
	The total amount payable* for all rates and charges (without any discount) for the property as stated in the most recent rate notice is:
Amount:	Date Range:
OR	
The property is currently a rates exempt lot.**	<input type="checkbox"/>
OR	
The property is not rates exempt but no separate assessment of rates is issued by a local government for the property.	<input type="checkbox"/>

\*Concessions: A local government may grant a concession for rates. The concession will not pass to you as buyer unless you meet the criteria in section 120 of the *Local Government Regulation 2012* or section 112 of the *City of Brisbane Regulation 2012*.

\*\* An exemption for rates applies to particular entities. The exemption will not pass to you as buyer unless you meet the criteria in section 93 of the *Local Government Act 2009* or section 95 of the *City of Brisbane Act 2010*.

Water	<b>Whichever of the following applies—</b>
	The total amount payable as charges for water services for the property as indicated in the most recent water services notice* is:
Amount:	Date Range:
OR	
There is no separate water services notice issued for the lot; however, an estimate of the total amount payable for water services is:	
Amount:	Date Range:

\* A water services notices means a notice of water charges issued by a water service provider under the *Water Supply (Safety and Reliability) Act 2008*.

## Part 6 – Community titles schemes and BUGTA schemes

(If the property is part of a community titles scheme or a BUGTA scheme this Part must be completed)

**WARNING TO BUYER** – If the property is part of a community titles scheme or a BUGTA scheme and you purchase the property, you will become a member of the body corporate for the scheme with the right to participate in significant decisions about the scheme and you will be required to pay contributions towards the body corporate's expenses in managing the scheme. You will also be required to comply with the by-laws. By-laws will regulate your use of common property and the lot.

**For more information about living in a body corporate and your rights and obligations, contact the Office of the Commissioner for Body Corporate and Community Management.**

<b>Body Corporate and Community Management Act 1997</b>	<b>The property is included in a community titles scheme.</b> <i>(If Yes, complete the information below)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Community Management Statement</b>	A copy of the most recent community management statement for the scheme as recorded under the <i>Land Title Act 1994</i> or another Act is given to the buyer.  <b>Note</b> —If the property is part of a community titles scheme, the community management statement for the scheme contains important information about the rights and obligations of owners of lots in the scheme including matters such as lot entitlements, by-laws and exclusive use areas.	<input type="checkbox"/> Yes	
<b>Body Corporate Certificate</b>	A copy of a body corporate certificate for the lot under the <i>Body Corporate and Community Management Act 1997</i> , section 205(4) is given to the buyer.  <b>If No</b> — An explanatory statement is given to the buyer that states: » a copy of a body corporate certificate for the lot is not attached; and » the reasons under section 6 of the <i>Property Law Regulation 2024</i> why the seller has not been able to obtain a copy of the body corporate certificate for the lot.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Statutory Warranties</b>	<b>Statutory Warranties</b> —If you enter into a contract, you will have implied warranties under the <i>Body Corporate and Community Management Act 1997</i> relating to matters such as latent or patent defects in common property or body corporate assets; any actual, expected or contingent financial liabilities that are not part of the normal operating costs; and any circumstances in relation to the affairs of the body corporate that will materially prejudice you as owner of the property. There will be further disclosure about warranties in the contract.		

<b>Building Units and Group Titles Act 1980</b>	<b>The property is included in a BUGTA scheme</b> <i>(If Yes, complete the information below)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Body Corporate Certificate</b>	A copy of a body corporate certificate for the lot under the <i>Building Units and Group Titles Act 1980</i> , section 40AA(1) is given to the buyer.  <b>If No</b> — An explanatory statement is given to the buyer that states: » a copy of a body corporate certificate for the lot is not attached; and » the reasons under section 7 of the <i>Property Law Regulation 2024</i> why the seller has not been able to obtain a copy of the body corporate certificate for the lot.  <b>Note</b> —If the property is part of a BUGTA scheme, you will be subject to by-laws approved by the body corporate and other by-laws that regulate your use of the property and common property.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## Signatures – SELLER

*Marcus Hurley*

Signature of seller

Signature of seller

Name of seller

Name of seller

Date

Date

## Signatures – BUYER

**By signing this disclosure statement the buyer acknowledges receipt of this disclosure statement before entering into a contract with the seller for the sale of the lot.**

Signature of buyer

Signature of buyer

Name of buyer

Name of buyer

Date

Date

Queensland Titles Registry Pty Ltd  
ABN 23 648 568 101

Title Reference:	50545731	Search Date:	20/01/2026 13:50
Date Title Created:	17/03/2005	Request No:	54766827
Previous Title:	21273065, 21275212		

### ESTATE AND LAND

Estate in Fee Simple

LOT 24 SURVEY PLAN 177763  
Local Government: CAIRNS  
COMMUNITY MANAGEMENT STATEMENT 33750

### REGISTERED OWNER

Dealing No: 723538346 16/09/2024

SHUMIN CHEN  
MARCUS JAMES HURLEY

JOINT TENANTS

### EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by  
Deed of Grant No. 20109043 (POR 335)
2. MORTGAGE No 723538347 16/09/2024 at 15:44  
WESTPAC BANKING CORPORATION A.C.N. 007 457 141

### ADMINISTRATIVE ADVICES

NIL

### UNREGISTERED DEALINGS

NIL

Caution - Charges do not necessarily appear in order of priority

\*\* End of Current Title Search \*\*

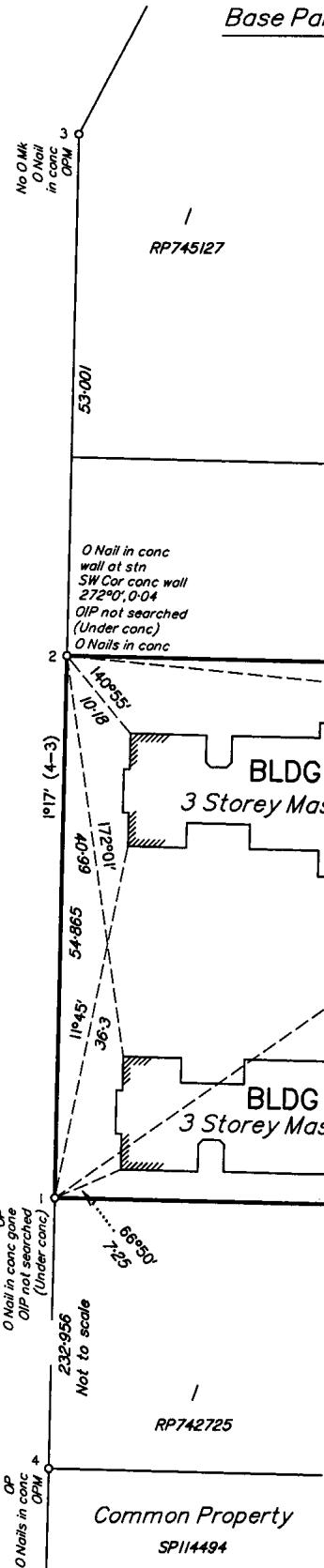
## SURVEY PLAN

Sheet 1 of 4

Base Parcel Area - 4515 m<sup>2</sup>

STREET

PLEASE



## Reference Marks

Stn	To	Origin	Bearing	Dist
1	OIP not srched	IS75071	271°17'	0.994
1	O Nail gone	IS163674	312°28'	2.607
2	OIP not srched	RC729040	271°17'	1.0
2	O Nail in conc	IS163674	256°15'	2.037
2	O Nail in conc	IS163674	228°48'	2.513
3	O Nail in conc	IS163674	287°03'	2.05
4	O Nail in conc	IS77293	271°15'	1.5
4	O Nail in conc	IS77293	315°10'	2.69

## Permanent Marks

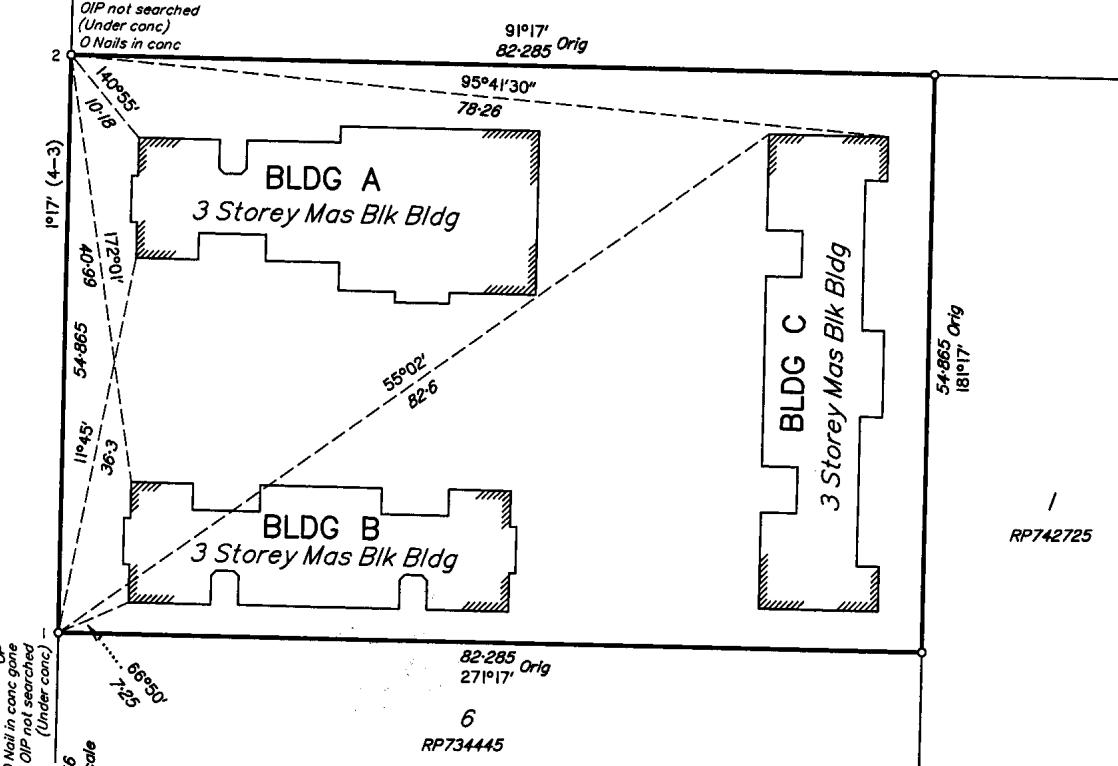
PM	Origin	Bearing	Dist	No
3-OPM	RP818027	318°18'	65.39	18317
4-OPM	RP843602	358°54'	91.807	91735

New conn

Original information compiled from  
IS163674 in the Department of  
Natural Resources and Mines

## Common Property

BUP70867



See sheet 2 for Building A,  
sheet 3 for Building B and  
sheet 4 for Building C

I, Gary Thomas Pozzi hereby certify that William Klite Snowden has surveyed the land comprised in this plan and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 22/3/2005

*Gary T. Pozzi*  
Cadastral Surveyor

..B.2.2005.  
Date

Plan of Lots 1-34 & Common Property		Scale: 1:500
Cancelling Lots 2, 4 & 5 on RP734445 & Lot 3 on RP735336		Format: BUILDING
		
		SP177763
PARISH: CAIRNS		Plan Status:
COUNTY: Nares		
Meridian: Of RP734445		F/N's: No

WARNING : Folded or Mutilated Plans will not be accepted.  
Plans may be rolled.  
Information may not be placed in the outer margins.

708504801

\$2349.70

14/03/2005 15:18

CS 400 NT

Registered

s. Lodged by  
T.W.HEDLEY (INVESTMENTS) PTY  
PO BOX 5902 CAIRNS Q4870  
PH: 40351755 FAX: 40356178  
email: [jeanne@twhedley.com.au](mailto:jeanne@twhedley.com.au)  
835  
(Include address, phone number, reference, and Lodger Code)

i. Certificate of Registered Owners or Lessees.

I/we ... T.W.Hedley (Investments) Pty Ltd. ACN. 010 566 711

(Names in full)

\* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.

\* as Lessees of this land agree to this plan.

Signature of \*Registered Owners \*Lessees

Thomas William Hedley  
Sole Director



\* Rule out whichever is inapplicable

2. Local Government Approval.

\* ... Cairns City Council

hereby approves this plan in accordance with the :

% INTEGRATED PLANNING ACT 1997

Development Approval Date 25-3-2004

Dated this EIGHTH day of MARCH 2005

# NEIL BICK  
ACTING MANAGER CITY ASSESSMENT

#

\* Insert the name of the Local Government. % Insert Integrated Planning Act 1997 or  
# Insert designation of signatory or delegation Local Government (Planning & Environment) Act 1990

3. Plans with Community Management Statement :

CMS Number : 33750

Name: Retreat on Peace

4. References :

Dept File :

Local Govt :

Surveyor : 04/317

6. Existing

Created

Title Reference	Lot	Plan	Lots	Emts	Road
21273064	2	RP734445	1-10,23,27,31 & Common Property		
21273065	4	RP734445	11-22,24-26,28-30, 32-34 & Comm Prop		
21273066	5	RP734445	11-22,26,30,34, & Common Property		
21275212	3	RP735336	1-10,23,24,27,28,31, 32 & Common Prop		

Mortgage Allocations

Mortgage	Lots fully encumbered
707693415	1-34 & Common Prop

Por 335 1-34 & Comm Prop

Orig Lots

7. Portion Allocation :

8. Map Reference :

8064-32/21

9. Locality :

Manoora

10. Local Government :

Cairns City Council

11. Passed & Endorsed :

By: G T Pozzi  
Date: 9th March 2005  
Signed: G T Pozzi  
Designation: Cadastral Surveyor

12. Building Format Plans only.

I certify that :

\* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road;

\* Part of the building shown on this plan encroaches onto adjoining lots and road

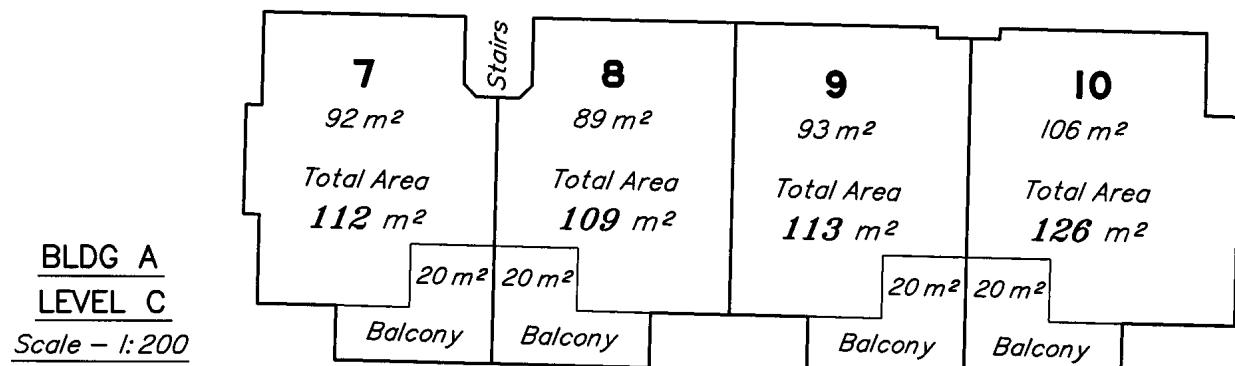
G T Pozzi \* 9-3-05  
Cadastral Surveyor/ Director \* Date  
\* delete words not required

13. Lodgement Fees :

Survey Deposit	\$ .....
Lodgement	\$ .....
.....New Titles	\$ .....
Photocopy	\$ .....
Postage	\$ .....
TOTAL	\$ .....

14. Insert Plan Number SP177763

Common Property

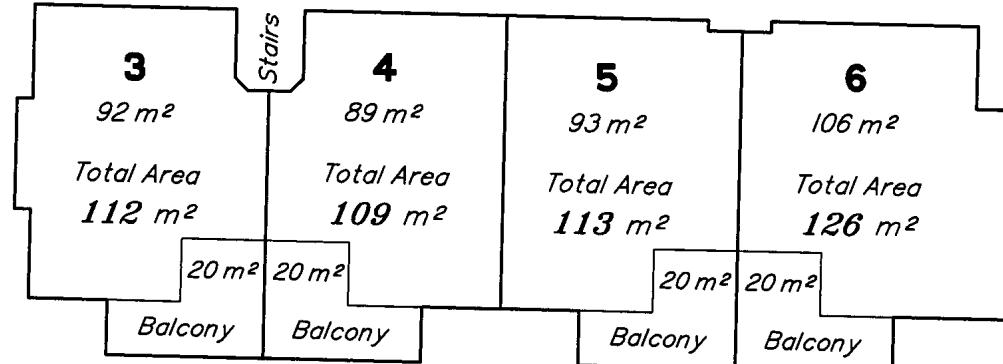


Common Property

BLDG A  
LEVEL B

Scale - 1:200

Common Property



BLDG A  
LEVEL A

Scale - 1:200

Common Property

Scale - 1:200

State copyright reserved.

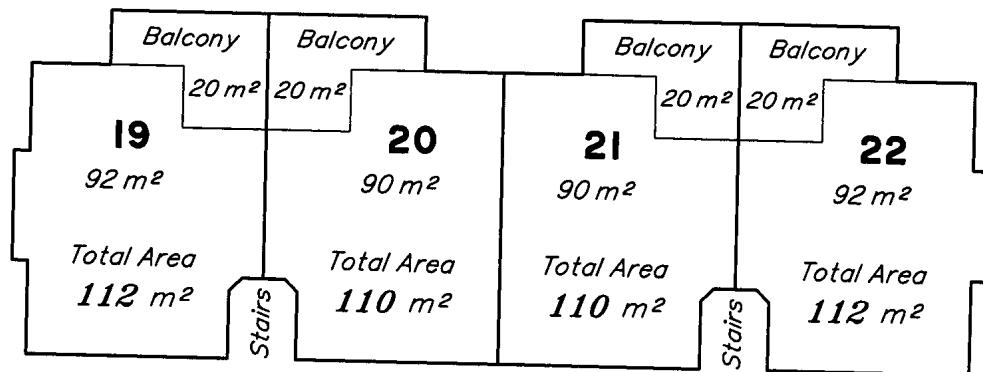
Insert  
Plan  
Number

SP177763

0 10m 20m 30m

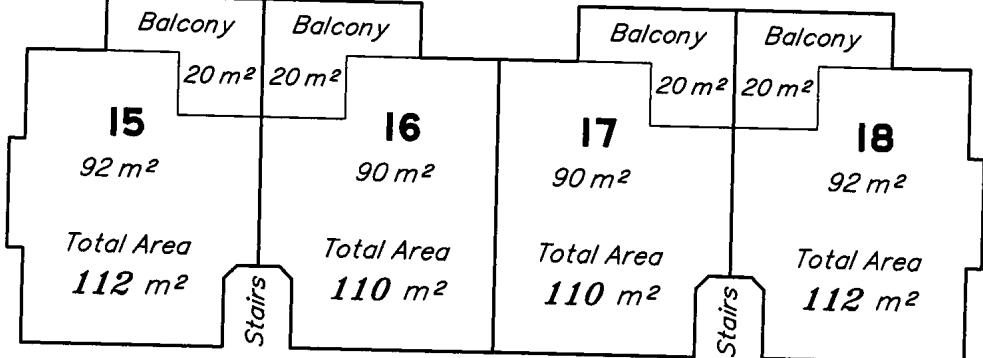
BLDG B  
LEVEL C  
Scale - 1:200

Common Property



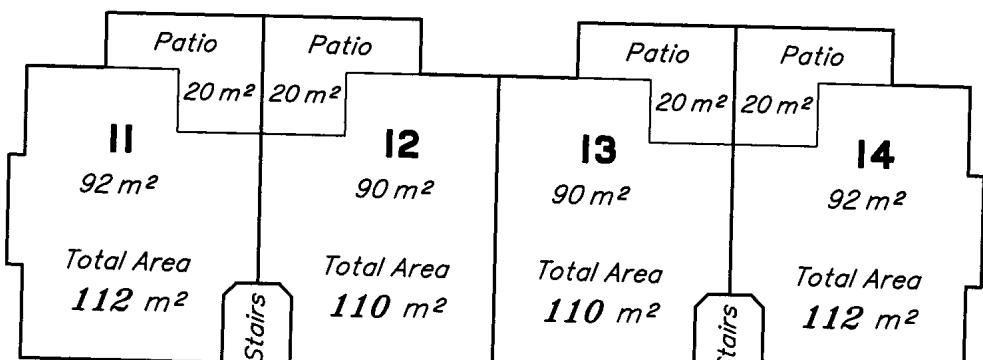
BLDG B  
LEVEL B  
Scale - 1:200

Common Property



BLDG B  
LEVEL A  
Scale - 1:200

Common Property



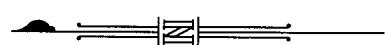
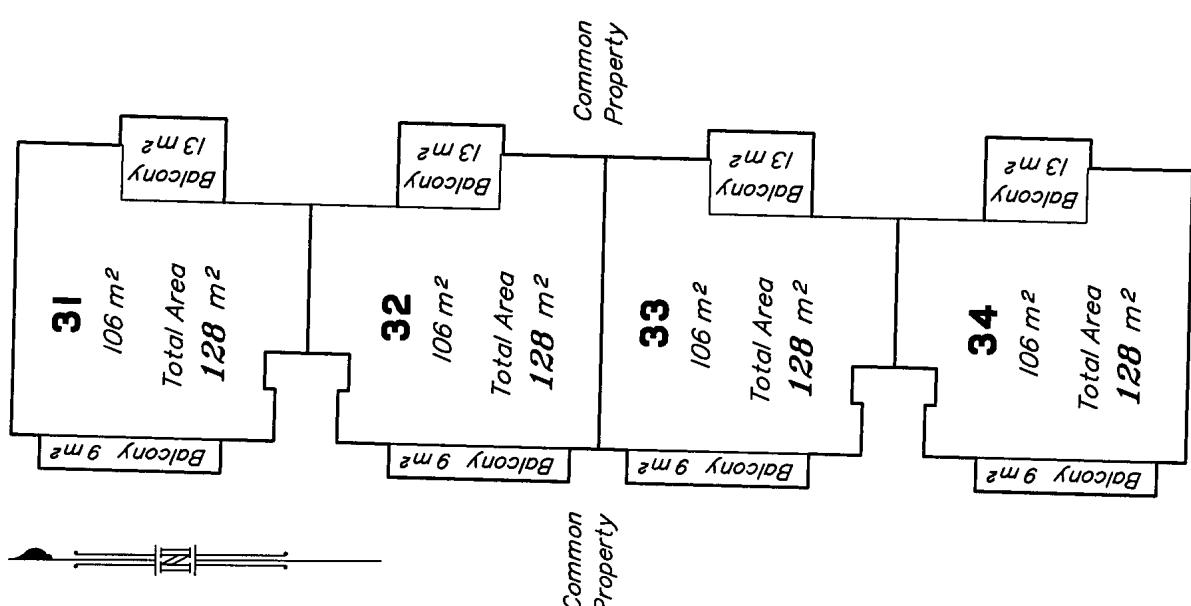
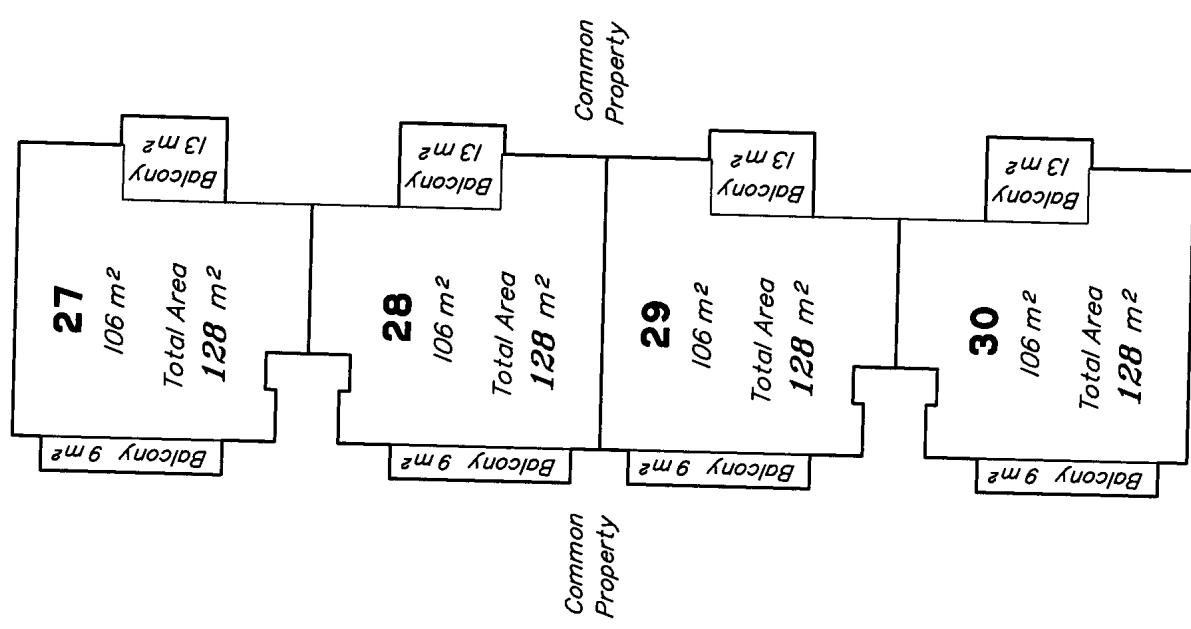
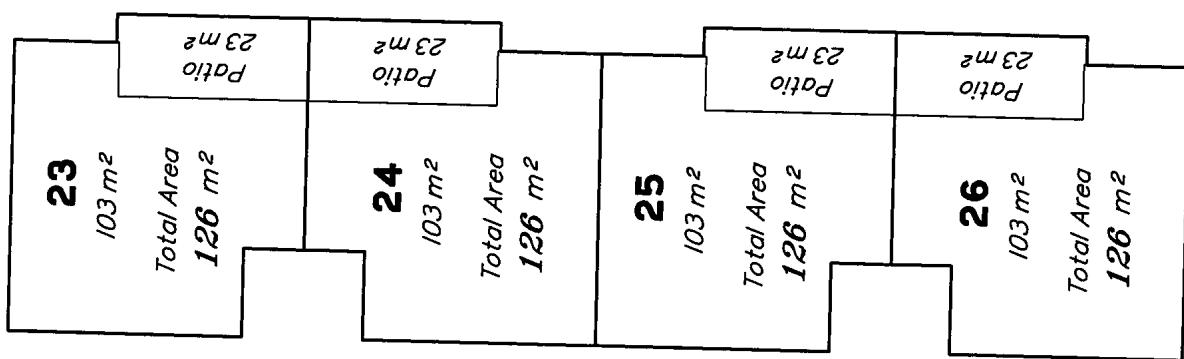
Common Property

Scale - 1:200  
0 10m 20m 30m

State copyright reserved.

Insert  
Plan  
Number

SP177763



Scale - 1:200

State copyright reserved.

Insert  
Plan  
Number

SP177763

QUEENSLAND TITLES REGISTRY PTY LTD  
20/01/2026 13:52  
Request No: 54766898

AUTOMATED TITLES SYSTEM  
COMMUNITY TITLES SCHEME SEARCH STATEMENT

ENE470

Scheme Name: RETREAT ON PEASE COMMUNITY TITLES SCHEME 33750

Body Corp. Addr: PO BOX 5134  
CAIRNS QLD  
4870

COMMUNITY MANAGEMENT STATEMENT No: 33750

Title	Lot	Plan
50545707	CP	SP 177763
50545708	1	SP 177763
50545709	2	SP 177763
50545710	3	SP 177763
50545711	4	SP 177763
50545712	5	SP 177763
50545713	6	SP 177763
50545714	7	SP 177763
50545715	8	SP 177763
50545716	9	SP 177763
50545717	10	SP 177763
50545718	11	SP 177763
50545719	12	SP 177763
50545720	13	SP 177763
50545721	14	SP 177763
50545722	15	SP 177763
50545723	16	SP 177763
50545724	17	SP 177763
50545725	18	SP 177763
50545726	19	SP 177763
50545727	20	SP 177763
50545728	21	SP 177763
50545729	22	SP 177763
50545730	23	SP 177763
50545731	24	SP 177763
50545732	25	SP 177763
50545733	26	SP 177763
50545734	27	SP 177763
50545735	28	SP 177763
50545736	29	SP 177763
50545737	30	SP 177763
50545738	31	SP 177763
50545739	32	SP 177763
50545740	33	SP 177763
50545741	34	SP 177763

COMMUNITY MANAGEMENT STATEMENT Dealing No: 708504746

\*\* End of CMS Search Statement \*\*

COPYRIGHT QUEENSLAND TITLES REGISTRY PTY LTD [2026]  
Requested By: D-ENQ DYE & DURHAM (S)

Page 1/1

Historical Document stored on behalf of af1990007 for exclusive use of af1990007

A pool safety certificate is required in Queensland when selling or leasing a property with a regulated pool. This form is to be used for the purposes of sections 246AA and 246AK of the *Building Act 1975*.

**1. Pool safety certificate number**

 Identification number: **PSC0265646**
**2. Location of the swimming pool**

Property details are usually shown on the title documents and rates notices

Street address:

**44 PEASE ST**
**MANOORA QLD**

Postcode

**4 8 7 0**

Lot and plan details:

**9999/SP/177763**

Local government area:

**CAIRNS REGIONAL**
**3. Exemptions or alternative solutions for the swimming pool (if applicable)**

If an exemption or alternative solution is applicable to the swimming pool please state this. This will help provide pool owners with a concise and practical explanation of the exemption or alternative solution. It will also help to ensure the ongoing use of the pool and any future modifications do not compromise compliance with the pool safety standard.

**No disability exemption applies; No impracticality exemption applies**
**No alternative solution applies**
**4. Pool properties**

 Shared pool 

 Non-shared pool 

 Number of pools **1**
**5. Pool safety certificate validity**

Effective date:

**0 3 / 0 9 / 2 0 2 5**

 Expiry date: **0 3 / 0 9 / 2 0 2 6**
**6. Certification**

**I certify that I have inspected the swimming pool and I am reasonably satisfied that, under the *Building Act 1975*, the pool is a complying pool.**

Name:

**LEIGH NELSON**

Pool safety inspector licence number:

**PS100929**

Signature:


**Other important information that could help save a young child's life**

It is the pool owner's responsibility to ensure that the pool (including the barriers for the pool) is properly maintained at all times to comply with the pool safety standard under the *Building Act 1975*. High penalties apply for non-compliance. Parents should also consider beginning swimming lessons for their young children from an early age. Please visit

<https://www.qbcc.qld.gov.au/your-property/swimming-pools/pool-safety-standard> for further information about swimming pool safety. This pool safety certificate does not certify that a building development approval has been given for the pool or the barriers for the pool. You can contact your local government to ensure this approval is in place.

**Privacy statement**

The Queensland Building and Construction Commission is collecting personal information as required under the *Building Act 1975*. This information may be stored by the QBCC, and will be used for administration, compliance, statistical research and evaluation of pool safety laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the *Building Act 1975*. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

**RTI:** The information collected on this form will be retained as required by the *Public Records Act 2002* and other relevant Acts and regulations, and is subject to the Right to Information regime established by the *Right to Information Act 2009*.

This is a public document and the information in this form will be made available to the public.

**Body corporate certificate**

This form is effective from 1 August 2025

For the sale of a lot included in a community titles scheme under the *Body Corporate and Community Management Act 1997* (other than a lot to which the Body Corporate and Community Management (Specified Two-lot Schemes Module) Regulation 2011 applies).

**WARNING - Do not sign a contract to buy a property in a community titles scheme until you have read and understood the information in this certificate. Obtain independent legal advice if needed.**

You may rely on this certificate against the body corporate as conclusive evidence of matters stated in the certificate, except any parts where the certificate contains an error that is reasonably apparent.

This certificate contains important information about the lot and community titles scheme named in the certificate, including:

- becoming an owner and contacting the body corporate ...Page 2
- details of the property and community titles scheme ...Page 3
- by-laws and exclusive use areas ...Page 4
- lot entitlements and financial information ...Page 5
- owner contributions and amounts owing ...Page 6
- common property and assets ...Page 8
- insurance ...Page 9
- contracts and authorisations ...Page 10

This certificate does not include information about:

- physical defects in the common property or buildings in the scheme;
- body corporate expenses and liabilities for which the body corporate has not fixed contributions;
- current, past or planned body corporate disputes or court actions;
- orders made against the body corporate by an adjudicator, a tribunal or a court;
- matters raised at recent committee meetings or body corporate meetings; or
- the lawful use of lots, including whether a lot can be used for short-term letting.

Search applicable planning laws, instruments and documents to find out what your lot can be used for. If you are considering short-term letting your lot, contact your solicitor, the relevant local government or other planning authority to find out about any approvals you will need or if there are any restrictions on short-term letting. It is possible that lots in the community titles scheme are being used now or could in future be used lawfully or unlawfully for short-term or transient accommodation.

**The community management statement**

Each community titles scheme has a community management statement (CMS) recorded with Titles Queensland, which contains important information about the rights and obligations of the owners of lots in the scheme. The seller must provide you with a copy of the CMS for the scheme before you sign a contract.

**The Office of the Commissioner for Body Corporate and Community Management**

The Office of the Commissioner for Body Corporate and Community Management provides an information and education service and a dispute resolution service for those who live, invest or work in community titles schemes. Visit [www.qld.gov.au/bodycorporate](http://www.qld.gov.au/bodycorporate).

You can ask for a search of adjudicators orders to find out if there are any past or current dispute applications lodged for the community titles scheme for the lot you are considering buying [www.qld.gov.au/searchofadjudicatorsorders](http://www.qld.gov.au/searchofadjudicatorsorders).

**The information in this certificate is issued on 20/01/2026.**

## Becoming an owner

When you become an owner of a lot in a community title scheme, you:

- automatically become a member of the body corporate and have the right to participate in decisions about the scheme;
- must pay contributions towards the body corporate's expenses in managing the scheme; and
- must comply with the body corporate by-laws.

You must tell the body corporate that you have become the owner of a lot in the scheme within 1 month of settlement. You can do this by using the [BCCM Form 8 – Information for body corporate roll](#). Fines may apply if you do not comply.

## How to get more information

You can inspect the body corporate records which will provide important information about matters not included in this certificate. To inspect the body corporate records, you can contact the person responsible for keeping body corporate records (see below), or you can engage the services of a search agent. Fees will apply.

Planning and development documents can be obtained from the relevant local government or other planning authority. Some relevant documents, such as the development approval, may be available from the body corporate, depending on when and how the body corporate was established.

### Contacting the body corporate

The body corporate is an entity made up of each person who owns a lot within a community titles scheme.

#### Name and number of the community titles scheme

RETREAT ON PEASE 33750

#### Body corporate manager

Bodies corporate often engage a body corporate manager to handle administrative functions.

#### Is there a body corporate manager for the scheme?

Yes. The body corporate manager is:

Name: Nikkola Walker

Company: Body Corporate Services (QLD)  
Pty Ltd

Phone: 40404000

Email: bcs\_cairns@bcssm.com.au

No

#### Accessing records

#### Who is responsible for keeping the body corporate's records?

The body corporate manager named above.

The following person:

Name:

Role:

Phone:

Email:

## Property and community titles scheme details

### Lot and plan details

Lot number: 24

Plan type and number: SP 177763

Plan of subdivision:  Standard Format  Building Format  Volumetric Format

The plan of subdivision applying to a lot determines maintenance and insurance responsibilities.

### Regulation module

There are 5 regulation modules for community titles schemes in Queensland. The regulation module that applies to the scheme determines matters such as the length of service contracts and how decisions are made.

More information is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

#### The regulation module that applies to this scheme is the:

Accommodation  Commercial  Small Schemes  Standard

**NOTE:** If the regulation module that applies to the scheme is the Specified Two-lot Schemes Module, then BCCM Form 34 should be used.

### Layered arrangements of community titles schemes

A layered arrangement is a grouping of community titles schemes, made up of a principal scheme and one or more subsidiary schemes. Find more information at [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

#### Is the scheme part of a layered arrangement of community titles schemes?

Yes  
 No

If yes, you should investigate the layered arrangement to obtain further details about your rights and obligations. The name and number of each community titles scheme part of the layered arrangement should be listed in the community management statement for the scheme given to you by the seller.

### Building management statement

A building management statement is a document, which can be put in place in certain buildings, that sets out how property and shared facilities are accessed, maintained and paid for by lots in the building. It is an agreement between lot owners in the building that usually provides for supply of utility services, access, support and shelter, and insurance arrangements. A lot can be constituted by a community titles scheme's land.

#### Does a building management statement apply to the community titles scheme?

Yes  
 No

If yes, you can obtain a copy of the statement from Titles Queensland: [www.titlesqld.com.au](http://www.titlesqld.com.au). You should seek legal advice about the rights and obligations under the building management statement before signing the contract – for example, this can include costs the body corporate must pay in relation to shared areas and services.

## By-laws and exclusive use areas

The body corporate may make by-laws (rules) about the use of common property and lots included in the community titles scheme. You must comply with the by-laws for the scheme. By-laws can regulate a wide range of matters, including noise, the appearance of lots, carrying out work on lots (including renovations), parking, requirements for body corporate approval to keep pets, and whether smoking is permitted on outdoor areas of lots and the common property. However, by-laws cannot regulate the type of residential use of lots that may lawfully be used for residential purposes. You should read the by-laws before signing a contract.

### What by-laws apply?

The by-laws that apply to the scheme are specified in the community management statement for the scheme provided to you by the seller.

The community management statement will usually list the by-laws for the scheme. If the statement does not list any by-laws, Schedule 4 of the *Body Corporate and Community Management Act 1997* will apply to the scheme.

In some older schemes, the community management statement may state that the by-laws as at 13 July 2000 apply. In these cases, a document listing the by-laws in consolidated form must be given with this certificate.

### General by-laws

- The community management statement includes the complete set of by-laws that apply to the scheme.
- The community management statement specifies the by-laws in Schedule 4 of the *Body Corporate and Community Management Act 1997* apply to the scheme.
- A consolidated set of the by-laws for the scheme is given with this certificate.

### Exclusive use areas

Individual lots may be granted exclusive use of common property or a body corporate asset, for example, a courtyard, car park or storage area. The owner of a lot to whom exclusive use rights are given will usually be required to maintain the exclusive use area unless the exclusive use by-law or other allocation of common property provides otherwise.

### Are there any exclusive use by-laws or other allocations of common property in effect for the community titles scheme?

- Yes
- No

If yes, the exclusive use by-laws or other allocations of common property for the schemes are:  
(select all that apply)

- listed in the community management statement.
- given with this certificate.

## Lot entitlements and financial information

### Lot entitlements

Lot entitlements are used to determine the proportion of body corporate expenses each lot owner is responsible for. The community management statement contains two schedules of lot entitlements – a contribution schedule of lot entitlements and an interest schedule of lot entitlements, outlining the entitlements for each lot in the scheme. The contribution schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to most body corporate expenses, and the interest schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to insurance expenses in some cases. Lots may have different lot entitlements and therefore may pay different contributions to the body corporate's expenses.

You should consider the lot entitlements for the lot compared to the lot entitlements for other lots in the scheme before you sign a contract of sale.

#### Contribution schedule

Contribution schedule lot entitlement for the lot: 1

Total contribution schedule lot entitlements for all lots: 34

#### Interest schedule

Interest schedule lot entitlement for the lot: 2

Total interest schedule lot entitlements for all lots: 46

### Statement of accounts

The most recent statement of accounts prepared by the body corporate for the notice of the annual general meeting for the scheme is given with this certificate.

### Owner contributions (levies)

The contributions (levies) paid by each lot owner towards body corporate expenses is determined by the budgets approved at the annual general meeting of the body corporate.

You need to pay contributions to the body corporate's **administrative fund** for recurrent spending and the **sinking fund** for capital and non-recurrent spending.

If the Commercial Module applies to the community titles scheme, there may also be a **promotion fund** that owners of lots have agreed to make payments to.

**WARNING: You may have to pay a special contribution if a liability arises for which no or inadequate provision has been made in the body corporate budgets.**

The contributions payable by the owner of the lot that this certificate relates to are listed over the page.

### Body corporate debts

**If any contributions or other body corporate debt (including penalties or reasonably incurred recovery costs) owing in relation to the lot are not paid before you become the owner of the property, YOU WILL BE LIABLE TO PAY THEM TO THE BODY CORPORATE.** Before signing the contract, you should make sure that the contract addresses this or provides for an appropriate adjustment at settlement.

## Owner contributions and amounts owing

### Administrative fund contributions

Total amount of contributions (before any discount) for lot 24 for the current financial year: \$5,689.26

Number of instalments: 4 (outlined below)

Monthly penalty for overdue contributions (if applicable): 0.00%

Discount for on-time payments (if applicable): 0.00%

Due date	Amount due	Amount due if discount applied	Paid
01/03/2025	\$1,066.18	\$1,066.18	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/03/2025	\$652.17	\$652.17	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/06/2025	\$1,066.18	\$1,066.18	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/06/2025	\$652.17	\$652.17	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/09/2025	\$163.04	\$163.04	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/09/2025	\$963.24	\$963.24	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/12/2025	\$163.04	\$163.04	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/12/2025	\$963.24	\$963.24	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Sinking fund contributions

Total amount of contributions (before any discount) for lot 24 for the current financial year: \$1,617.64

Number of instalments: 4 (outlined below)

Monthly penalty for overdue contributions (if applicable): 0.00%

Discount for on-time payments (if applicable): 0.00%

Due date	Amount due	Amount due if discount applied	Paid
01/03/2025	\$279.41	\$279.41	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/06/2025	\$279.41	\$279.41	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/09/2025	\$529.41	\$529.41	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
01/12/2025	\$529.41	\$529.41	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Special contributions (IF ANY)

Date determined: (Access the body corporate records for more information).

Total amount of contributions (before any discount) for lot 24: \$0.00

Number of instalments: 0 (outlined below)

Monthly penalty for overdue contributions (if applicable): 0.00%

Discount for on-time payments (if applicable): 0.00%

### Other amounts payable by the lot owner

For the current financial year there are:

- No other amounts payable for the lot.
- Amounts payable under exclusive use by-laws, totalling \$0.00
- Amounts payable under service agreements (that are not included in body corporate contributions for the lot), totalling \$0.00
- Other amounts payable, totalling \$0.00 (see explanation given with this certificate).

### Summary of amounts due but not paid by the current owner

At the date of this certificate:

- All payments for the lot are up to date.
- The following amounts are due but not yet paid for the lot:
  - Overdue contributions: \$0.00
  - Penalties on overdue contributions: \$0.00
  - Other amounts due but not paid: \$0.00

**Total amounts due but not paid: \$0.00**

## Common property and assets

When you buy a lot in a community titles scheme, you also own a share in the common property and assets for the scheme. Common property can include driveways, lifts and stairwells, and shared facilities. Assets can include gym equipment and pool furniture.

The body corporate is usually responsible for maintaining common property in a good and structurally sound condition. An owner is usually responsible for maintaining common property or assets that their lot has been allocated exclusive use of, or for maintaining improvements to common property or utility infrastructure that is only for the benefit of their lot. The body corporate may have additional maintenance responsibilities, depending on the plan of subdivision the scheme is registered under. For more information, visit [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

## Sinking fund forecast and balance - maintenance and replacement of common property / assets

The body corporate must have a sinking fund to pay for future capital expenses, such as repairs or replacement of common property and assets. The body corporate must raise enough money in its sinking fund budget each year to provide for spending for the current year and to reserve an amount to meet likely spending for 9 years after the current year. If there is not enough money in the sinking fund at the time maintenance is needed, lot owners will usually have to pay additional contributions.

Prior to signing a contract, you should consider whether the current sinking fund balance is appropriate to meet likely future capital expenditure.

### Does the body corporate have a current sinking fund forecast that estimates future capital expenses and how much money needs to be accumulated in the sinking fund?

- Yes - you can obtain a copy from the body corporate records.
- No

**Current sinking fund balance (as at date of certificate): \$45,410.93**

## Improvements to common property the lot owner is responsible for

A lot owner may make improvements to the common property for the benefit of their lot if authorised by the body corporate or under an exclusive use by-law. The owner of the lot is usually responsible for maintenance of these improvements, unless the body corporate authorises an alternative maintenance arrangement or it is specified in the relevant by-law.

- There are no authorised improvements to the common property that the owner of the lot is responsible for maintaining in good condition.
- Details of authorised improvements to the common property that the owner of the lot is responsible for maintaining in good condition are given with this certificate.

## Body corporate assets

The body corporate must keep a register of all body corporate assets worth more than \$1,000.

- The body corporate does not have any assets that it is required to record in its register.
- A copy of the body corporate register of assets is given with this certificate.

## Insurance

The body corporate must insure the common property and assets for full replacement value and public risk.

The body corporate must insure, for full replacement value, the following buildings where the lots in the scheme are created:

- under a building format plan of subdivision or volumetric format plan of subdivision - each building that contains an owner's lot (e.g. a unit or apartment); or
- under a standard format plan of subdivision - each building on a lot that has a common wall with a building on an adjoining lot.

### Body corporate insurance policies

Details of each current insurance policy held by the body corporate including, for each policy, the:

- type of policy;
- name of the insurer;
- sum insured;
- amount of premium; and
- excess payable on a claim

are given with this certificate.

### Alternative insurance

Where the body corporate is unable to obtain the required building insurance, an adjudicator may order that the body corporate take out alternative insurance. Information about alternative insurance is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

**Does the body corporate currently hold alternative insurance approved under an alternative insurance order?**

Yes

No

### Lot owner and occupier insurance

The occupier is responsible for insuring the contents of the lot and any public liability risks which might occur within the lot.

The owner is responsible for insuring buildings that do not share a common wall if the scheme is registered under a standard format plan of subdivision, unless the body corporate has set up a voluntary insurance scheme and the owner has opted-in.

More information about insurance in community titles schemes is available from your solicitor or [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

## Contracts and authorisations

### Caretaking service contractors and letting agents – Accommodation Module, Commercial Module and Standard Module

A body corporate may engage service contractors to provide services to the body corporate to assist in the management of the scheme.

If the Standard Module, Accommodation Module, or Commercial Module apply to a community titles scheme, the body corporate may also authorise a person to conduct a letting agent business for the scheme, that is, to act as the agent of owners of lots in the scheme who choose to use the person's services for the letting of their lot.

A service contractor who is also authorised to be a letting agent for the scheme is called a caretaking service contractor. Together, an agreement to engage a person as a caretaking service contractor and authorise a person as a letting agent is typically referred to as 'management rights'.

The maximum term of a service contract or authorisation entered into by a body corporate is:

- 10 years if the Standard Module applies to the scheme; and
- 25 years if the Accommodation Module or Commercial Module applies to the scheme.

You may inspect the body corporate records to find information about any engagements or authorisations entered into by the body corporate, including the term of an engagement or authorisation and, for an engagement, duties required to be performed and remuneration payable by the body corporate.

#### Has the body corporate engaged a caretaking services contractor for the scheme?

Yes - Jima Holding Pty Ltd  
 No

#### Has the body corporate authorised a letting agent for the scheme?

Yes - Jima Holding Pty Ltd  
 No

### Embedded network electricity supply

#### Is there an arrangement to supply electricity to occupiers in the community titles scheme through an embedded network?

Yes  
 No

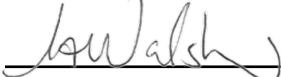
More information about embedded networks in community titles schemes is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

## Body corporate authority

This certificate is signed and given under the authority of the body corporate.

**Name/s:** Jill Walshaw

**Position/s held:** Licensee in charge

**Signature/s :** 

**Date:** 20/01/2026

### Copies of documents given with this certificate:

- by-laws for the scheme in consolidated form (if applicable)
- details of exclusive use by-laws or other allocations of common property (if applicable)
- the most recent statement of accounts
- details of amounts payable to the body corporate for another reason (if applicable)
- details of improvements the owner is responsible for (if applicable)
- the register of assets (if applicable)
- insurance policy details

# ANNUAL FINANCIAL STATEMENTS

For the period 1 March 2024 to 28 February 2025

Prepared For

**RETREAT ON PEASE**

**CTS 33750**

44-50 PEASE STREET  
CAIRNS  
QLD 4870

**Manager**

Nikkola Walker  
Body Corporate Services (QLD) Pty Ltd

**Printed**

20 January 2026

# Balance Sheet

Administrative & Sinking Fund

Body Corporate for RETREAT ON PEASE CTS 33750

44-50 PEASE STREET CAIRNS QLD 4870

As at 28th February 2025

ABN/ACN 77970866295

## Assets

2025

Cash		69,936.18
Prepaid Expenses	Note 9	383.41
Levies in Arrears	Note 10	14,137.89
GST Asset		7,029.09
GST balance to collect		641.39
	<b>Total Assets</b>	<b>\$ 92,127.96</b>

## Liabilities

Levies in Advance	Note 12	37,202.07
Accounts Payable Liability	Note 13	7,469.48
Unallocated Monies Received	Note 11	1,095.00
	<b>Total Liabilities</b>	<b>\$ 45,766.55</b>
	<b>Net Assets</b>	<b>\$ 46,361.41</b>

## Equity

Administrative Fund		37,550.19
Sinking Fund		8,811.22
	<b>Total Equity</b>	<b>\$ 46,361.41</b>

# Income and Expenditure Statement

Administrative Fund

Body Corporate for RETREAT ON PEASE CTS 33750

44-50 PEASE STREET CAIRNS QLD 4870

1 March 2024 to 28 February 2025

ABN/ACN 77970866295

## Income

Levy Fees - normal	186,817.88
Levy Fees - other	5,213.95
Non-Mutual Revenue - bank interest	276.82
Sundry Revenue - Electricity Rebate	212.50
Taxes, Fees & Charges - GST rounding	(0.25)
<b>Total Administrative Fund Income</b>	<b>192,520.90</b>

## Expenditure

Bank Fees & Charges - interest charges	2,667.19
Body Corporate Manager - Insurance Claims	109.09
Body Corporate Manager - Taxation Management	1,798.18
Body Corporate Manager - additional services	2,200.55
Body Corporate Manager - debt recovery	3,247.28
Body Corporate Manager - disbursements	3,739.56
Body Corporate Manager - management fees	5,349.56
Body Corporate Manager - work order/quotes	516.36
Caretaking Services	80,810.61
Cleaning Service	787.42
Consultant	136.36
Debt Collection Service	90.00
Electrical Repairs	820.00
Electricity	2,805.89
Fences & Gates	1,081.27
Fire Protection Services	2,264.00
Garden/Lawn Maintenance	3,130.39
General Repairs	1,058.12
Insurance Premiums	7,695.72
Insurance Premiums - building	34,491.30
Legal Services - debt recovery	2,502.88
Plumbing	910.91
Pools, Spas & Saunas	2,524.47
Taxes, Fees & Charges - GST rounding	(0.22)
<b>Total Administrative Fund Expenditure</b>	<b>160,736.89</b>

Surplus / Deficit for period

**31,784.01**

**Income and Expenditure Statement (continued)****Administrative Fund****Body Corporate for RETREAT ON PEASE CTS 33750**  
44-50 PEASE STREET CAIRNS QLD 4870**1 March 2024 to 28 February 2025**  
ABN/ACN 77970866295**Summary**

Opening Balance as at 1 March 2024	5,766.18
Total Revenue during period	192,520.90
Total Expenditure during period	(160,736.89)
<b>Administrative Fund balance as at 28 February 2025</b>	<b>\$ 37,550.19</b>

# Income and Expenditure Statement

Sinking Fund

Body Corporate for RETREAT ON PEASE CTS 33750

1 March 2024 to 28 February 2025

44-50 PEASE STREET CAIRNS QLD 4870

ABN/ACN 77970866295

## Income

Levy Fees - normal	34,546.04
<b>Total Sinking Fund Income</b>	<b>34,546.04</b>

## Expenditure

Electrical Repairs	723.00
Fences & Gates	5,668.28
General Repairs	2,558.00
Pools, Spas & Saunas	1,237.27
Roof	76,589.64
<b>Total Sinking Fund Expenditure</b>	<b>86,776.19</b>

<b>Surplus / Deficit for period</b>	<b>(52,230.15)</b>
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## Summary

Opening Balance as at 1 March 2024	61,041.37
Total Revenue during period	34,546.04
Total Expenditure during period	(86,776.19)
<b>Sinking Fund balance as at 28 February 2025</b>	<b>\$ 8,811.22</b>

# Notes To Financial Statements

**Body Corporate for RETREAT ON PEASE CTS 33750**

44-50 PEASE STREET CAIRNS QLD 4870

ABN/ACN 77970866295

## Note 1 Summary of Accounting Policies

This special purpose financial report has been prepared for distribution to owners to fulfill the body corporate's financial reporting requirements under the Body Corporate and Community Management Act 1997. The accounting policies used in the preparation of this report, as described below, are in the opinion of the body corporate manager appropriate to meet the needs of owners.

- (a) The financial report has been prepared on the Accrual basis of accounting including the historical cost convention and the going concern assumption.
- (b) The requirements of Accounting Standards and other professional reporting requirements in Australia do not have mandatory applicability to the body corporate because it is not a "reporting entity" as defined in those Standards.

## Note 2 Levies in Arrears, in Advance, not Due and payments unidentified

Any items shown as "Levies in Arrears" and "Levies in Advance" in the Balance Sheet represent the position of all levies in arrears or advance, as the case may be, as at the balance date. Any items shown as "Levies not Due" in the Balance Sheet represent levies which have a due date after the balance date. Any items shown as "Levy payments unidentified" in the Balance Sheet represent levy payments that have been received, however could not be identified and therefore allocated to a unit correctly, these funds are held as a liability until they can be correctly allocated. Any other charges against unit owners in arrears or payments in advance appear as liabilities and assets, as the case may be, elsewhere in the Balance Sheet.

## Note 3 Unallocated Monies Received

Any items shown as "Unallocated Monies Received" in the Balance Sheet represents amounts received for levies and/or items not yet billed and are recognised as revenue on the day the levy and/or invoice is billed.

## Note 4 Income Tax

Assessable income such as interest, dividends and other investment income derived by the Body Corporate, is taxable at the current company tax rate of 30%. Assessable income received by the Body Corporate in respect of common property, other than as stated above, is taxable in the hands of individual owners as determined by Tax Ruling 2015/3.

## Note 5 Depreciation

Common property, including assets fixed to it, is not beneficially owned by the body corporate and is therefore not depreciable. Non-fixed assets that are purchased by the body corporate are beneficially owned by it, but the purchase cost is expensed upon acquisition and not depreciated.

## Note 6 Unearned Revenue

Any items shown as "Unearned Revenue" in the Balance Sheet represents money received for a service or product that has yet to be fulfilled. For example, pre-payment on a lease agreement. The revenue is a liability until it has been 'earned' by the owners corporation.

## Note 7 GST Rounding

Any items shown as "GST Rounding" in the Income and Expenditure Statement represents the rounded amount not included in any amounts paid to the ATO when calculating GST transactions. This amount is net of GST.

## Note 8 GST balance to collect

Any items shown as "GST balance to collect" in the Balance Sheet represents the GST portion of any invoices that are due and accrue in the next financial year. EG. Interim levies issued in this reporting period that are for a levy period in the next financial year. The invoice (net of GST) is not an asset as the accrual period has not started. However the GST portion is considered both an asset and a liability as at the invoice date. The asset is reported as "GST balance to collect".

## Note 9 Prepaid Expenses

Detail	Amount
Body Corporate Services ( QLD ) Pty Ltd Management Fees	\$ 383.41

**\$ 383.41**

## Note 10 Levies in Arrears - also see note 2

Detail	Amount
Lot: 12 Unit: 12	10181.47
Lot: 31 Unit: U31	3426.72
Lot: 34 Unit: U34	529.70
	<b>\$ 14,137.89</b>

These notes ( other than notes added by the body corporate manager ) are the subject of copyright and are generated by the software program "Strataware", developed by Mystrata Pty Ltd ( [www.mystrata.com](http://www.mystrata.com) ). These notes explain how the accounts were prepared, what specific policies/rulings apply and further clarify the figures in the financial statement. The form of accounts produced by Strataware has been settled by a prominent national firm of Chartered Accountants and certified as being compliant with the requirements of the Body Corporate and Community Management Act 1997 by a leading strata and community titles lawyer. The accuracy of data used to generate the accounts is the responsibility of the software user.

# Notes To Financial Statements

Body Corporate for RETREAT ON PEASE CTS 33750

44-50 PEASE STREET CAIRNS QLD 4870

ABN/ACN 77970866295

## Note 11 Unallocated Monies Received - also see note 3

Detail	Amount
Lot: 13 Unit: U13	300.00
Lot: 5 Unit: U5	795.00
	<b>\$ 1,095.00</b>

## Note 12 Levies in Advance - also see note 2

Detail	Amount
Lot: 13 Unit: U13	1671.68
Lot: 1 Unit: U1	1671.68
Lot: 10 Unit: U10	155.00
Lot: 11 Unit: U11	1671.68
Lot: 15 Unit: U15	1671.68
Lot: 16 Unit: U16	5.03
Lot: 17 Unit: U17	54.90
Lot: 18 Unit: U18	1671.68
Lot: 19 Unit: U19	1671.68
Lot: 20 Unit: U20	1671.68
Lot: 22 Unit: U22	1671.68
Lot: 23 Unit: U23	1997.76
Lot: 25 Unit: 25	1997.76
Lot: 26 Unit: U26	1997.76
Lot: 5 Unit: U5	1671.68
Lot: 29 Unit: U29	1997.76
Lot: 30 Unit: U30	1997.76
Lot: 32 Unit: U32	1997.76
Lot: 33 Unit: U33	1997.76
Lot: 4 Unit: U4	1671.68
Lot: 6 Unit: U6	1671.68
Lot: 7 Unit: U7	1671.68
Lot: 8 Unit: U8	1671.68
Lot: 9 Unit: U9	1270.98
	<b>\$ 37,202.07</b>

## Note 13 Accounts Payable Liability

Detail	Amount
Ergon Energy DD ACC 94243638 All Usage Service 28/11/2023 - 27/12/2023	30.78
Jima Holding Pty Ltd Caretaker salary Feb 2025	7438.70
	<b>\$ 7,469.48</b>

# Body Corporate for RETREAT ON PEASE (CTS 33750)

44-50 PEASE STREET CAIRNS QLD 4870  
ABN/ACN 77970866295

## LOT IMPROVEMENTS

Date	Unit	Type of Resolution	Description
21/10/2022	24	Special Resolution	<p>Keysafe to Lot 24</p> <p>That, in accordance with the Body Corporate gives approval for Owner of Lot 24 to install a key safe near the front door on the following conditions:</p> <ol style="list-style-type: none"><li>1. The improvement is a minor improvement and the total cost of the improvement is less than \$3000.00.</li><li>2. The improvement does not detract from the appearance of any lot included in, or common property for, the scheme.</li><li>3. Any damage to common property caused by the works or the removal of the key safe is to be repaired within 7 days at the Owner's cost.</li><li>4. All costs associated with the works and future maintenance are the responsibility of the Owner of the lot.</li><li>5. The must match the existing installed on other lots located in the scheme.</li><li>6. The Owner must unconditionally waive any liability and/or responsibility otherwise, on the Body Corporate / Committee for any damage or loss occasioned by the works, no matter whatsoever caused and acknowledges that this may not be covered under the scheme insurance.</li></ol>
05/02/2024	24	Special Resolution	<p>LOT 24 - APPROVAL TO INSTALL PAVERS.</p> <p>Garden area to be paved.</p> <p>TASK ID 7492497</p>

## Body Corporate for RETREAT ON PEASE CTS 33750

44-50 PEASE STREET CAIRNS QLD 4870

ABN/ACN 77970866295

### REGISTER OF ASSETS

Date of Acquisition	Cost of Asset	Brief Description of Asset	Received From	Address	Disposal Date	Disposed To
18/03/20	\$2,835.00	KBOT ROBOTIC POOL CLEANER	ABSTRACT WINDOW CLE...	PO BOX 691 <input type="checkbox"/> NSW COOLANGATTA 4225		
31/05/05	\$1,028.07	BLOWER VAC/LEAD/WATER BLASTER	HIGH CLASS PROPERTY ...	6TH FLOOR 445 UPPER EDWARD ST <input type="checkbox"/> SPRING HILL 4870		
16/06/05	\$2,680.00	POOL CHAIRS/TABLES 21/6/05	PACIFIC OUTDOOR LEISU...	19 MURCHISON STREET WHITFIELD 4870		

# Insurance Report

Body Corporate for RETREAT ON PEASE CTS 33750

44-50 PEASE STREET CAIRNS QLD 4870

Policy number : HU0031714

## Insurance Policy Details

**Policy Number:** HU0031714  
**Period of Insurance:** 17 March 2025 to 17 March 2026  
**Insurance Company:** CHU/QBE Insurance Limited  
**Broker (if any):** Body Corporate Brokers Pty Ltd (QLD)  
**Amount of Premium:** \$ 48,205.00  
**Paid Date:** 12 March 2025

Policy Type	Amount of cover	Excess
Workers Compensation Insurance	Not Insured	0.00
Voluntary Workers Insurance	\$200000/2000	0.00
Property, Death and Injury (Public Liability)	\$30,000,000	0.00
Paint	Included	0.00
Office Bearers Liability Insurance	\$5,000,000	0.00
Machinery Breakdown Insurance	\$10,000	0.00
Lot Owner's Fixtures and Improvements	\$250000	0.00
Loss of Rent	\$2,102,577	0.00
Legal Defence Expenses	\$50,000	0.00
Government Audit Costs	\$25,000	0.00
Fusion Cover	Not Insured	0.00
Flood	Excluded	0.00
Floating Floors	Included	0.00
Fidelity Guarantee Insurance	\$100,000	0.00
Damage (i.e. Building) Policy	\$14,017,185	2,000.00
Community Income	Not Insured	0.00
Common Area Contents	\$140,172	0.00
Building Catastrophe	\$4,205,155	0.00
Appeal Expenses	\$100,000	0.00

## Note

Record Created: 12/03/2025 @ 7:22:07 pm (AEDST) □ BCB Contact Details: □ contactus@bcb.com.au □ 07 5668 7800 □ BCB Invoice No. 1054246 □ Excesses: □ □ Water Damage: \$ 10,000 □ Machinery Breakdown: \$ 500 □ Burst Pipes: \$ 10,000 □ Legal Defence: \$ 1,000 □ All Other Claims: \$ 2,000

**CTS 33750**

ABN: 77970866295  
44-50 PEASE STREET  
CAIRNS QLD 4870

Accounts: 1300889227  
Body Corporate Services (QLD) Pty Ltd

## STATEMENT OF CONTRIBUTIONS

For the period 20 Jan 2025 to 20 Jan 2026

Marcus James Hurley, Shumin Chen  
53 Cottonwood Street  
Caboolture Queensland 4510

Issue Date: 20/01/26

### Statement Activity for Body Corporate for RETREAT ON PEASE CTS 33750 - ABN/ACN: 77970866295

Lot: 24 Unit: U24

Address: 44-50 PEASE STREET, CAIRNS, QLD 4870

Date	Description	Period (if applicable)	Admin	Sink	Balance
01/03/25	Levies - normal (interim)	01-03-25 to 31-05-25	0.00	279.41	279.41
01/03/25	Levies - normal (interim)	01-03-25 to 31-05-25	652.17	0.00	931.58
01/03/25	Levies - normal (interim)	01-03-25 to 31-05-25	1,066.18	0.00	1,997.76
15/03/25	Other Debt recovery costs Lot 24 Level 1		50.00	0.00	2,047.76
27/03/25	Other Debt recovery costs Lot 24 Level 2		85.00	0.00	2,132.76
07/04/25	Payment 2132.76		(1,853.35)	(279.41)	0.00
01/06/25	Levies - normal (interim)	01-06-25 to 31-08-25	1,066.18	0.00	1,066.18
01/06/25	Levies - normal (interim)	01-06-25 to 31-08-25	652.17	0.00	1,718.35
01/06/25	Levies - normal (interim)	01-06-25 to 31-08-25	0.00	279.41	1,997.76
15/06/25	Other Debt recovery costs Lot 24 Level 1		50.00	0.00	2,047.76
27/06/25	Other Debt recovery costs Lot 24 Level 2		85.00	0.00	2,132.76
09/07/25	Other Debt recovery costs Lot 24 Level 3		95.00	0.00	2,227.76
28/07/25	Payment 2047.76		(1,768.35)	(279.41)	180.00
01/09/25	Levies - normal	01-09-25 to 30-11-25	163.04	0.00	343.04
01/09/25	Levies - normal	01-09-25 to 30-11-25	963.24	0.00	1,306.28
01/09/25	Levies - normal	01-09-25 to 30-11-25	0.00	529.41	1,835.69
15/09/25	Other Debt recovery costs Lot 24 Level 1		53.00	0.00	1,888.69
16/09/25	Payment 1889.00		(1,359.59)	(529.41)	(0.31)
01/12/25	Levies - normal	01-12-25 to 28-02-26	163.04	0.00	162.73
01/12/25	Levies - normal	01-12-25 to 28-02-26	963.24	0.00	1,125.97
01/12/25	Levies - normal	01-12-25 to 28-02-26	0.00	529.41	1,655.38
15/12/25	Other Debt recovery costs Lot 24 Level 1		53.00	0.00	1,708.38
27/12/25	Other Debt recovery costs Lot 24 Level 2		90.00	0.00	1,798.38
08/01/26	Other Debt recovery costs Lot 24 Level 3		95.00	0.00	1,893.38
19/01/26	Payment 1893.38		(1,363.97)	(529.41)	0.00

Continued on next page.

**Total Amount as at 20th January 2026**

**\$ 0.00DR**

# CTS 33750

ABN: 77970866295  
44-50 PEASE STREET  
CAIRNS QLD 4870

Accounts: 1300889227  
Body Corporate Services (QLD) Pty Ltd

## STATEMENT OF CONTRIBUTIONS

For the period 20 Jan 2025 to 20 Jan 2026

Marcus James Hurley, Shumin Chen  
53 Cottonwood Street  
Caboolture Queensland 4510

Issue Date: 20/01/26

### Statement Activity for Body Corporate for RETREAT ON PEASE CTS 33750 - ABN/ACN: 77970866295

Lot: 24 Unit: U24  
Address: 44-50 PEASE STREET, CAIRNS, QLD 4870

Date	Description	Period (if applicable)	Admin	Sink	Balance

If mailing your payment please tear off this slip and return with payment. DO NOT include correspondence with your payment.

Please make cheques payable to: Body Corporate for CTS 33750



DEFT Reference Number:  
2292 2498 5347 3310 0176

### How to Pay

Bpay: Call your bank, credit union or building society to make this payment from your cheque or savings account.

Internet: Visit [www.deft.com.au](http://www.deft.com.au) and use the DEFT reference number supplied on this page.

In person: Present this page to make your payment at any post office.

Payments by credit or debit card may attract a surcharge.  
Registration is required for payments from bank accounts.  
Registration forms available from [www.deft.com.au](http://www.deft.com.au).

RETREAT ON PEASE  
Lot: 24 Unit: U24  
RETREAT ON PEASE

Total Amount: \$ 0.00DR  
as at 20th January 2026



Biller Code: 96503  
Reference: 2292 2498 5347 3310 0176



\*496 229224985 34733100176

+229224985 34733100176<

000000000<4+

21<sup>st</sup> January 2026

Dye & Durham  
West Tower Lvl 6 410 Ann St  
Brisbane QLD 4000

Our Ref: DD26127  
Your Ref: OR-  
1CHHIHNVXLRN3T

Dear Sir/ Madam,

RE: Unit 24 / 44 - 50 Pease Street, Manoora, QUEENSLAND  
Lot 24 SP 177763

In response to your request for property information, searches of the records show the following:

- The property has provision for a communications service.
- The abovementioned lot forms part of a larger parcel.
- Local network cables will exist inside the property boundary connecting the various services to the communications network.
- **It may be necessary to have all network cables properly located and identified prior to any redevelopment or earthworks commencing on this site.**
- NBN Co is the service provider in this area.
- Communication network cables including **OPTIC FIBRE** exist outside the property boundary located in the footpath/road reserve area.
- Care will need to be taken if you/your client undertake any earthworks inside or outside the property boundary.
- Plans Supplied: YES. Telstra and NBN Co.

#### General Information

Please note that communication carriers have strict security and privacy policies. This may prevent any additional information regarding the property being released in the course of a search. Plans may or may not be supplied upon request. If supplied, they are intended to assist you/your client in the prevention of damage to an underground telecommunication plant. Telco Cable Searches does not guarantee the accuracy of the information supplied to it by the communication carriers. Please note that if you/your client choose to perform earth works on the property, it is performed at your/your client's own risk.

Telco Cable Searches is not a conveyancer nor does it intend to act as such. Telco Cable Searches is a plan interpretation service which informs you/your client of potential risks within the property boundary. Please note the plans supplied are only valid for a period of 25 days from date of letter.

This report is based on the information supplied from the carriers which is current at time of request. If further information or clarification of the search is required, please contact the referring agency or the conveyancer engaged to request the search.

Helping you make an  
informed decision on your property!

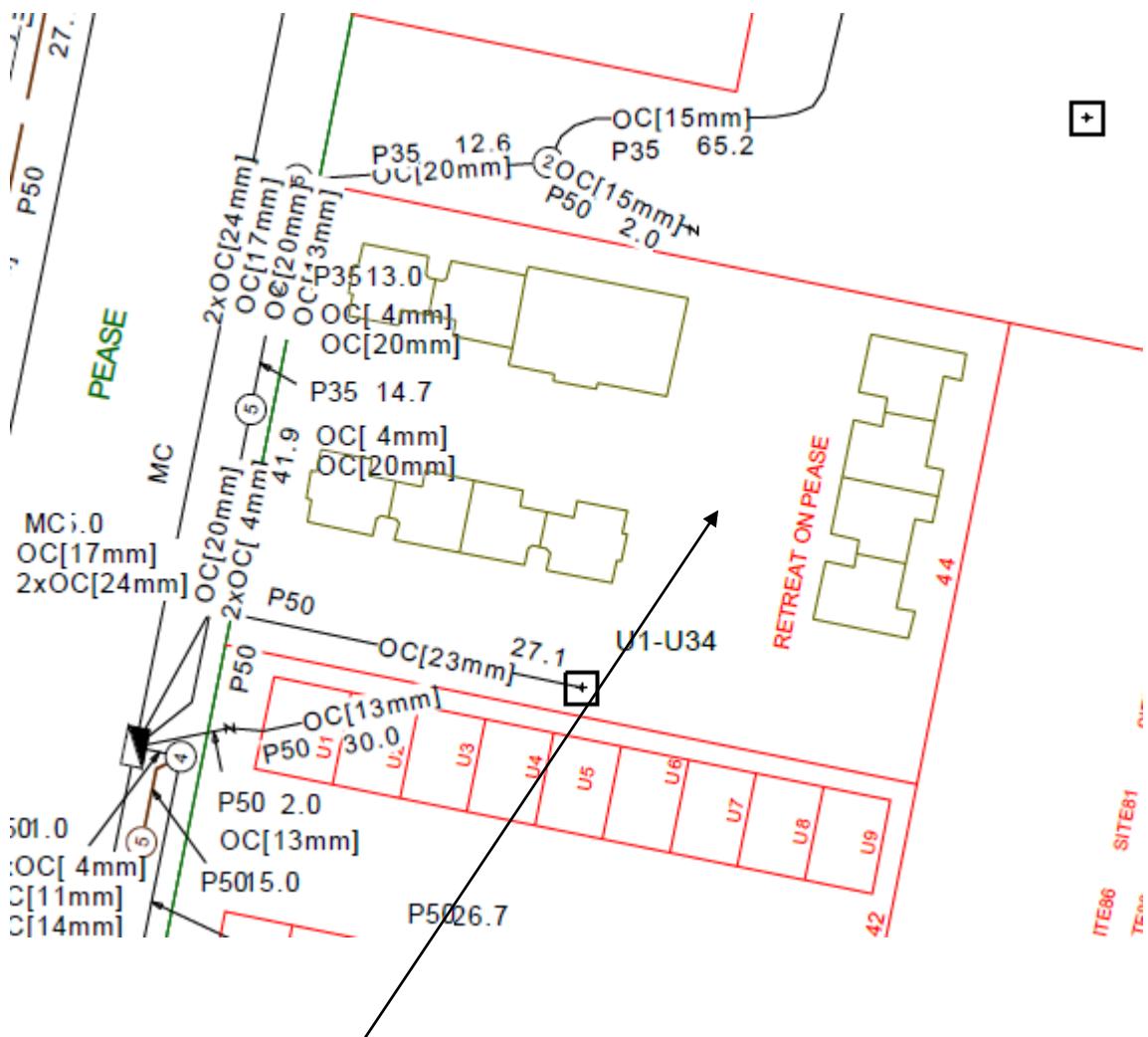
## **Additional Information**

Under Clause 7 of Schedule 3 of the Telecommunications Act 1997, a general telecommunications carrier has rights to enter private property for the maintenance or continued operation of the telephone service.

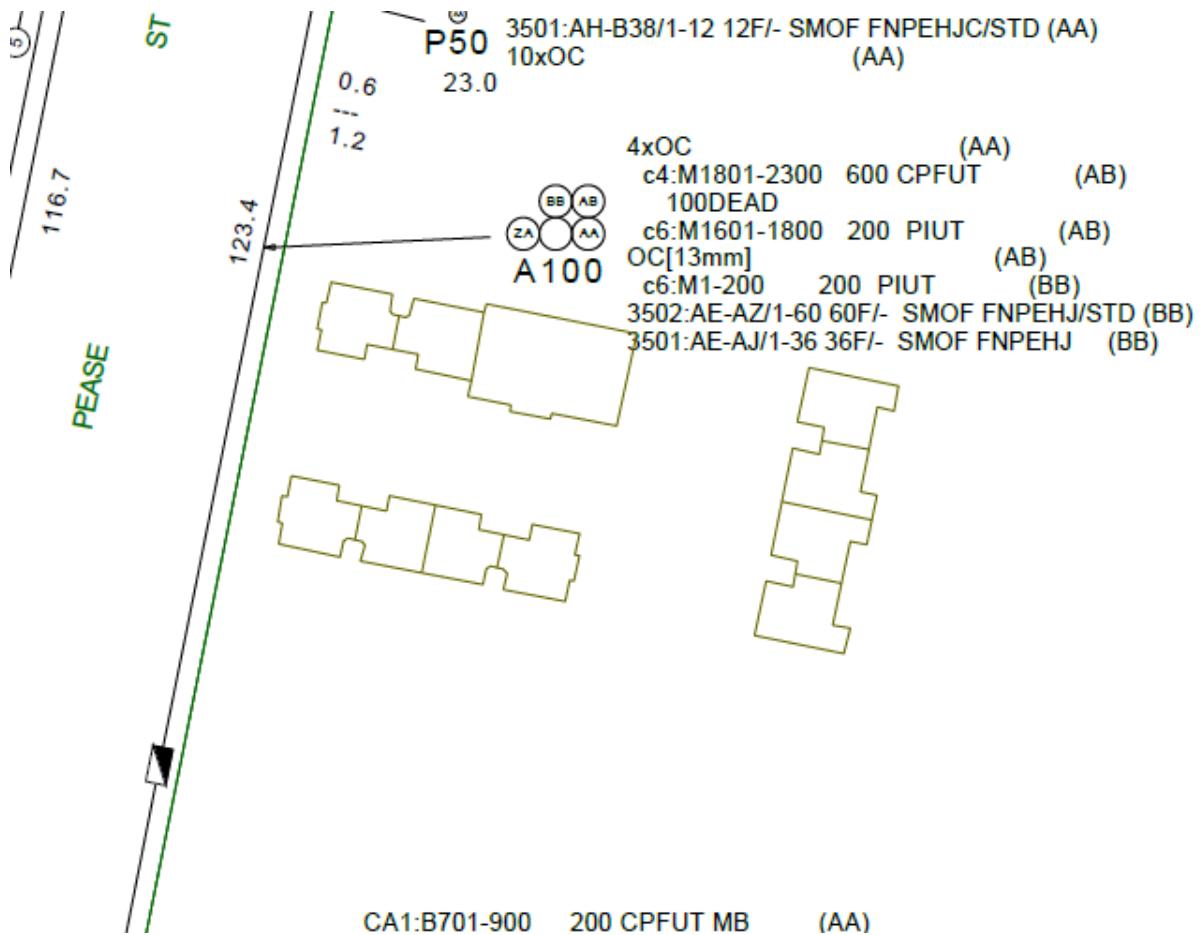
The carrier will object to any additional structure being erected on the property or over its cables, or any landscaping or earthworks which would: (a) prevent the carrier from performing its functions above or; (b) reduce the security of its cables, making them more prone to damage.

Prior to earthworks being conducted on or in the vicinity of the property, we recommend that you/your client contact Telco Cable Searches for information regarding how to avoid cable damage. In the event that cable damage does occur from earthworks, you/your client will be responsible for the cost of repairs.

Due to the nature of underground plant and the age of some cables and records, it is impossible to ascertain the precise location of all plant from any carrier's plans. The accuracy and/or completeness of the information supplied can not be guaranteed as property boundaries, depths and other natural landscape features may change over time, and accordingly the plans are indicative only. The carriers do not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy shown on the plans. It is your responsibility to locate underground plant by careful hand pot-holing prior to any excavation in the vicinity and to exercise due care during that excavation.



Telstra Local Cable Plan  
Lot 24 SP 177763



Telstra Main Cable Plan  
Lot 24 SP 177763

Helping you make an  
informed decision on your property!



**NBN Co Cable Plan**  
Lot 24 SP 177763

*Helping you make an  
informed decision on your property!*



Department of the Environment, Tourism, Science and Innovation (DETSI)  
ABN 46 640 294 485  
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA  
[www.detsi.qld.gov.au](http://www.detsi.qld.gov.au)

**SEARCH RESPONSE**  
**ENVIRONMENTAL MANAGEMENT REGISTER (EMR)**  
**CONTAMINATED LAND REGISTER (CLR)**

Search Team  
PO 1612  
Brisbane QLD 4001

Transaction ID: 51105529 EMR Site Id: 20 January 2026

Cheque Number:  
Client Reference:

This response relates to a search request received for the site:

Lot: 24 Plan: SP177763  
24/44 PEASE ST  
MANOORA

**EMR RESULT**

The above site is NOT included on the Environmental Management Register.

**CLR RESULT**

The above site is NOT included on the Contaminated Land Register.

**ADDITIONAL ADVICE**

All search responses include particulars of land listed in the EMR/CLR when the search was generated.  
The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DETSI has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DETSI has not been notified

If you have any queries in relation to this search please email [emr.clr.registry@detsi.qld.gov.au](mailto:emr.clr.registry@detsi.qld.gov.au)

**Administering Authority**



# Department of Transport and Main Roads

## Property Search - Advice to Applicant

Property Search reference 983817

Date: 20 January 2026

Search Request reference: OR-1CHHIHNVLRN3T

### Applicant Details

Applicant: Carolyn Robinson, Everingham Wallace Lawyers  
conveyancing@everinghamwallace.com.au

Buyer: UNKNOWN UNKNOWN

### Search Response:

Your request for a property search on Lot 24 on Plan **SP177763** at **24/44-50 PEASE ST  
MANOORA 4870** has been processed.

At this point in time the Department of Transport and Main Roads has no land requirement from the specified property.

### **Note:**

1. Development proposed on this property may require approval under the Planning Act. This may include referral to the State Assessment and Referral Agency for assessment of the impacts to state transport corridors and infrastructure.
2. New or changed access between this property and a state transport corridor will require approval under the Transport Infrastructure Act.
3. To see what other State Government planning has been identified in your area, please refer to the online DA Mapping system. Refer to the State Transport interests under the SARA layers to identify what interests TMR has in your locality. <<https://planning.dsdmip.qld.gov.au/maps/sara-da>>
4. Any properties located in proximity to a current or future State transport corridor may be affected by noise. For existing corridors, refer to the online SPP interactive mapping system. Select the Information Purposes and refer to the Transport Infrastructure. If the property is located in a mandatory transport noise corridor then Mandatory Part 4.4 of the Queensland Development Code will apply. <<https://planning.dsdmip.qld.gov.au/maps/spp>>

### **Disclaimer:**

**Any information supplied by this Department of Transport and Main Roads' (TMR) property search is provided on the basis that you will use your own judgement to independently evaluate, assess and verify the information's completeness, suitability, purpose and usefulness.**

*Without limitation, TMR is under no liability for any negligence, claim, loss or damage (including consequential or indirect loss or lost time, profits, savings, contracts, revenue, interest, business opportunities, goodwill or damage to reputation) however caused (whether by negligence or otherwise) that may be suffered or incurred or that may arise directly or indirectly out of any act or omission on its part in connection with the use and reliance upon, and the provision of this property search, including loss or damage caused by any delays in providing this property search to the party who requested the information or any errors, misdescriptions, incompleteness and inaccuracies in the information. TMR excludes all warranties, representations, terms, conditions and undertaking in respect of the completeness, quality, accuracy, suitability or fitness of the information contained in this property search for your purpose. You acknowledge that the information provided is indicative only and may be subject to change.*

### **Privacy Statement:**

*The personal information collected on this property search is required to enable TMR to communicate with you regarding your enquiry. The information recorded will not be disclosed to a third party without your consent or unless required or authorised to do so by law.*

**To:** Rebecca Bradley  
**Phone:** Not Supplied  
**Fax:** Not Supplied  
**Email:** conveyancing@everinghamwallace.com.au

<b>Before You Dig Australia Job #:</b>	52181070	 <b>BEFORE YOU DIG</b> www.boda.com.au Zero Damage - Zero Harm
<b>Sequence #</b>	267101820	
<b>Issue Date:</b>	22/01/2026	
<b>Location:</b>	Retreat On Pease Unit 24 44-50 Pease St , Manoora , QLD , 4870	

## Information

The area of interest requested by you contains one or more assets.

<b>nbn™ Assets</b>	<b>Search Results</b>
<b>Communications</b>	Asset identified
<b>Electricity</b>	Asset identified

In this notice **nbn™ Facilities** means *underground fibre optic, telecommunications and/or power facilities, including but not limited to cables, owned and controlled by nbn™*

## Location of **nbn™** Underground Assets

We thank you for your enquiry. In relation to your enquiry at the above address:

- **nbn's** records indicate that there **ARE nbn™ Facilities** in the vicinity of the location identified above ("Location").
- **nbn** indicative plan/s are attached with this notice ("Indicative Plans").
- The Indicative Plan/s show general depth and alignment information only and are not an exact, scale or accurate depiction of the location, depth and alignment of **nbn™ Facilities** shown on the Plan/s.
- In particular, the fact that the Indicative Plans show that a facility is installed in a straight line, or at uniform depth along its length cannot be relied upon as evidence that the facility is, in fact, installed in a straight line or at uniform depth.
- You should read the Indicative Plans in conjunction with this notice and in particular, the notes below.
- You should note that, at the present time, the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables. As such, consistent with the notes below, particular care must be taken by you to make your own enquiries and investigations to precisely locate any power cables and manage the risk arising from such cables accordingly.
- The information contained in the Indicative Plan/s is valid for 28 days from the date of issue set out above. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators, e.g BYDA Certified Locators, at your cost to locate **nbn™ Facilities** during any activities you carry out on site).

We thank you for your enquiry and appreciate your continued use of the Before You Dig Australia Service. For any enquiries related to moving assets or Planning and Design activities, please visit the **nbn** [Commercial Works](#) website to complete the online application form. If you are planning to excavate and require further information, please email [dbyd@nbnco.com.au](mailto:dbyd@nbnco.com.au) or call 1800 626 329.

#### Notes:

1. You are now aware that there are **nbn™ Facilities** in the vicinity of the above property that could be damaged as a result activities carried out (or proposed to be carried out) by you in the vicinity of the Location.
2. You should have regard to section 474.6 and 474.7 of the *Criminal Code Act 1995* (CoA) which deals with the consequences of interfering or tampering with a telecommunications facility. Only persons authorised by **nbn** can interact with **nbn's** network facilities.
3. Any information provided is valid only for **28 days** from the date of issue set out above.

## Referral Conditions

The following are conditions on which **nbn** provides you with the Indicative Plans. By accepting the plans, you are agreeing to these conditions. These conditions are in addition, and not in replacement of, any duties and obligations you have under applicable law.

1. **nbn** does not accept any responsibility for any inaccuracies of its plans including the Indicative Plans. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators, e.g BYDA Certified Locators, at your cost to locate **nbn™ Facilities** during any activities you carry out on site).
2. You acknowledge that **nbn** has specifically notified you above that the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables.

3. You should not assume that **nbn™** Facilities follow straight lines or are installed at uniformed depths along their lengths, even if they are indicated on plans provided to you. Careful onsite investigations are essential to locate the exact position of cables.
4. In carrying out any works in the vicinity of **nbn** Facilities, you must maintain the following minimum clearances:
  - 300mm when laying assets inline, horizontally or vertically.
  - 500mm when operating vibrating equipment, for example: jackhammers or vibrating plates.
  - 1000mm when operating mechanical excavators.
  - Adherence to clearances as directed by other asset owner's instructions and take into account any uncertainty for power cables.
5. You are aware that there are inherent risks and dangers associated with carrying out work in the vicinity of underground facilities (such as **nbn™** fibre optic, copper and coaxial cables, and power cable feed to **nbn™** assets). Damage to underground electric cables may result in:
  - Injury from electric shock or severe burns, with the possibility of death.
  - Interruption of the electricity supply to wide areas of the city.
  - Damage to your excavating plant.
  - Responsibility for the cost of repairs.
6. You must take all reasonable precautions to avoid damaging **nbn™** Facilities. These precautions may include but not limited to the following:
  - All excavation sites should be examined for underground cables by careful hand excavation. Cable cover slabs if present must not be disturbed. Hand excavation needs to be undertaken with extreme care to minimise the likelihood of damage to the cable, for example: the blades of hand equipment should be aligned parallel to the line of the cable rather than digging across the cable.
  - If any undisclosed underground cables are located, notify **nbn** immediately.
  - All personnel must be properly briefed, particularly those associated with the use of earth-moving equipment, trenching, boring and pneumatic equipment.
  - The safety of the public and other workers must be ensured.
  - All excavations must be undertaken in accordance with all relevant legislation and regulations.
7. You will be responsible for all damage to **nbn™** Facilities that are connected whether directly, or indirectly with work you carry out (or work that is carried out for you or on your behalf) at the Location. This will include, without limitation, all losses expenses incurred by **nbn** as a result of any such damage.
8. You must immediately report any damage to the **nbn™** network that you are/become aware of. Notification may be by telephone - 1800 626 329.
9. Except to the extent that liability may not be capable of lawful exclusion, **nbn** and its servants and agents and the related bodies corporate of **nbn** and their servants and agents shall be under no liability whatsoever to any person for any loss or damage (including indirect or consequential loss or damage) however caused (including, without limitation, breach of contract negligence and/or breach of statute) which may be suffered or incurred from or in connection with this information sheet or any plans(including Indicative Plans) attached hereto. Except as expressly provided to the contrary in this information sheet or the attached plans(including Indicative Plans), all terms, conditions, warranties, undertakings or representations (whether expressed or implied) are excluded to the fullest extent permitted by law.

All works undertaken shall be in accordance with all relevant legislations, acts and regulations applicable to the particular state or territory of the Location. The following table lists all relevant documents that shall be considered and adhered to.

State/Territory	Documents
National	Work Health and Safety Act 2011
	Work Health and Safety Regulations 2011
	Safe Work Australia - Working in the Vicinity of Overhead and Underground Electric Lines (Draft)

	Occupational Health and Safety Act 1991
<b>NSW</b>	Electricity Supply Act 1995
	Work Cover NSW - Work Near Underground Assets Guide
	Work Cover NSW - Excavation Work: Code of Practice
<b>VIC</b>	Electricity Safety Act 1998
	Electricity Safety (Network Asset) Regulations 1999
<b>QLD</b>	Electrical Safety Act 2002
	Code of Practice for Working Near Exposed Live Parts
<b>SA</b>	Electricity Act 1996
<b>TAS</b>	Tasmanian Electricity Supply Industry Act 1995
<b>WA</b>	Electricity Act 1945
	Electricity Regulations 1947
<b>NT</b>	Electricity Reform Act 2005
	Electricity Reform (Safety and Technical) Regulations 2005
<b>ACT</b>	Electricity Act 1971

Thank You,

**nbn BYDA**

Date: 22/01/2026

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**To:** Rebecca Bradley  
**Phone:** Not Supplied  
**Fax:** Not Supplied  
**Email:** conveyancing@everinghamwallace.com.au

<b>Dial before you dig Job #:</b>	52181070	 BEFORE YOU DIG www.boda.com.au Zero Damage - Zero Harm
<b>Sequence #</b>	267101820	
<b>Issue Date:</b>	22/01/2026	
<b>Location:</b>	Retreat On Pease Unit 24 44-50 Pease St , Manoora , QLD , 4870	

**Indicative Plans are tiled below to demonstrate how to layout and read nbn asset plans**



## LEGEND



	Parcel and the location
	Pit with size "5"
	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
 2 PO - T- 25.0m P40 - 20.0m 	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
 2 10.0m 	2 Direct buried cables between pits of sizes, "5" and "9" are 10.0m apart.
 	Trench containing any <b>INSERVICE/CONSTRUCTED</b> (Copper/RF/Fibre) cables.
 	Trench containing only <b>DESIGNED/PLANNED</b> (Copper/RF/Fibre/Power) cables.
 	Trench containing any <b>INSERVICE/CONSTRUCTED</b> (Power) cables.
BROADWAY ST 	Road and the street name "Broadway ST"
Scale	0    20    40    60    Meters 1:2000 1 cm equals 20 m



## Emergency Contacts

You must immediately report any damage to the **nbn™** network that you are/become aware of. Notification may be by telephone - 1800 626 329.

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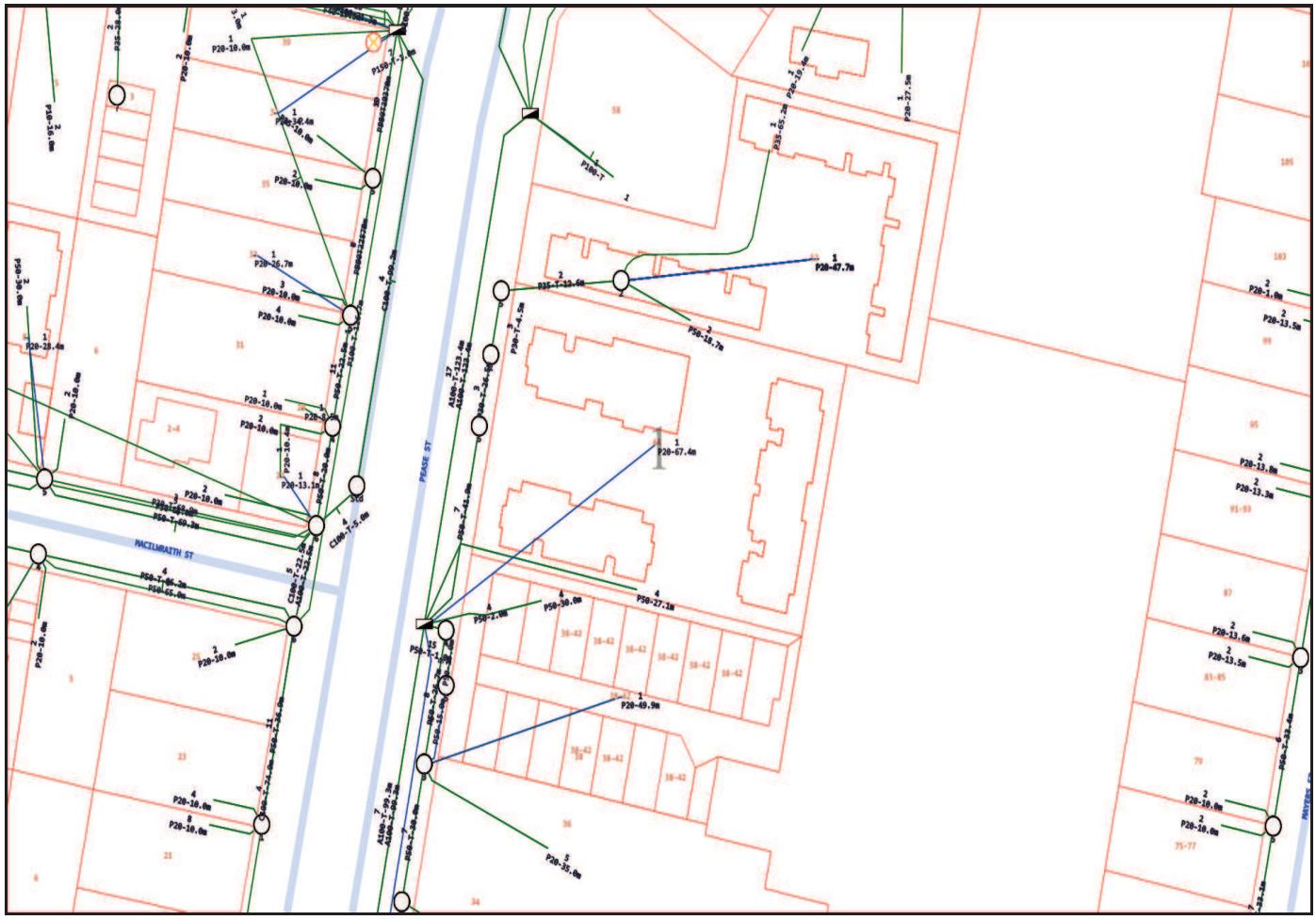
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Job # 52181070

Seq # 267101821

Provided by Cairns Regional Council



In an emergency contact Cairns Regional Council on 1300 69 22 47

22/01/26 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40  
m



Scale 1:1,000

Sequence: 267101822  
Date: 22/01/2026  
Scale: 1:830  
Tile No: **OVERVIEW**

**CAUTION - HIGH VOLTAGE**

**LEGEND**

- Substation
- Cable Marker
- Pit
- Pole
- Pillar
- LV Cable (up to 1kV)
- HV Cable (1kV - <33kV)
- HV Cable (33kV and over)
- Pit Boundary
- Planned Work Area

AS5488 Category "D" Plan



**DISCLAIMER:** While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither Ergon Energy Network nor Pelican Corp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it, the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.



Sequence: 267101822  
Date: 22/01/2026  
Scale: 1:500  
Tile No: 1

**CAUTION - HIGH VOLTAGE**

**LEGEND**

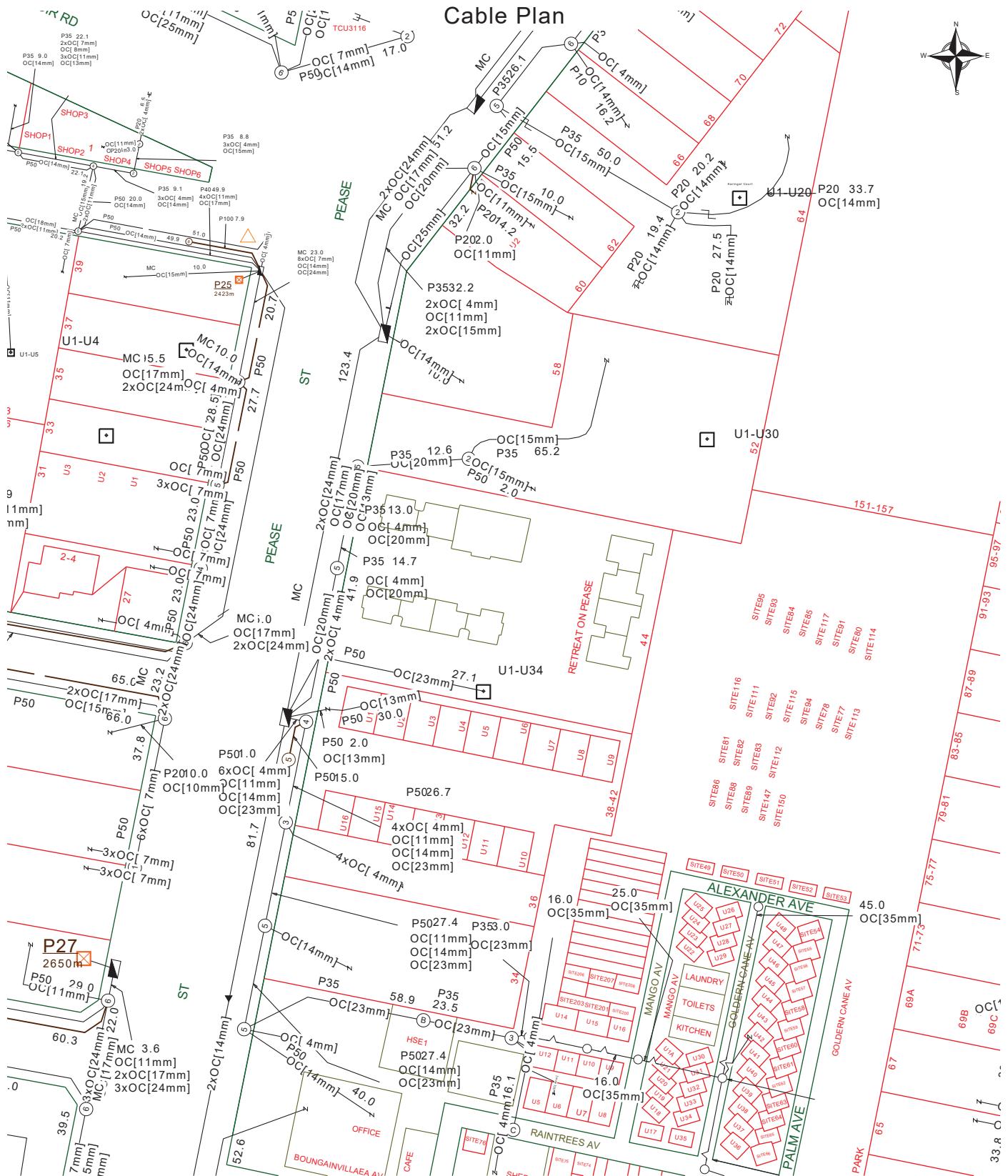
- Substation
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AS5488 Category "D" Plan



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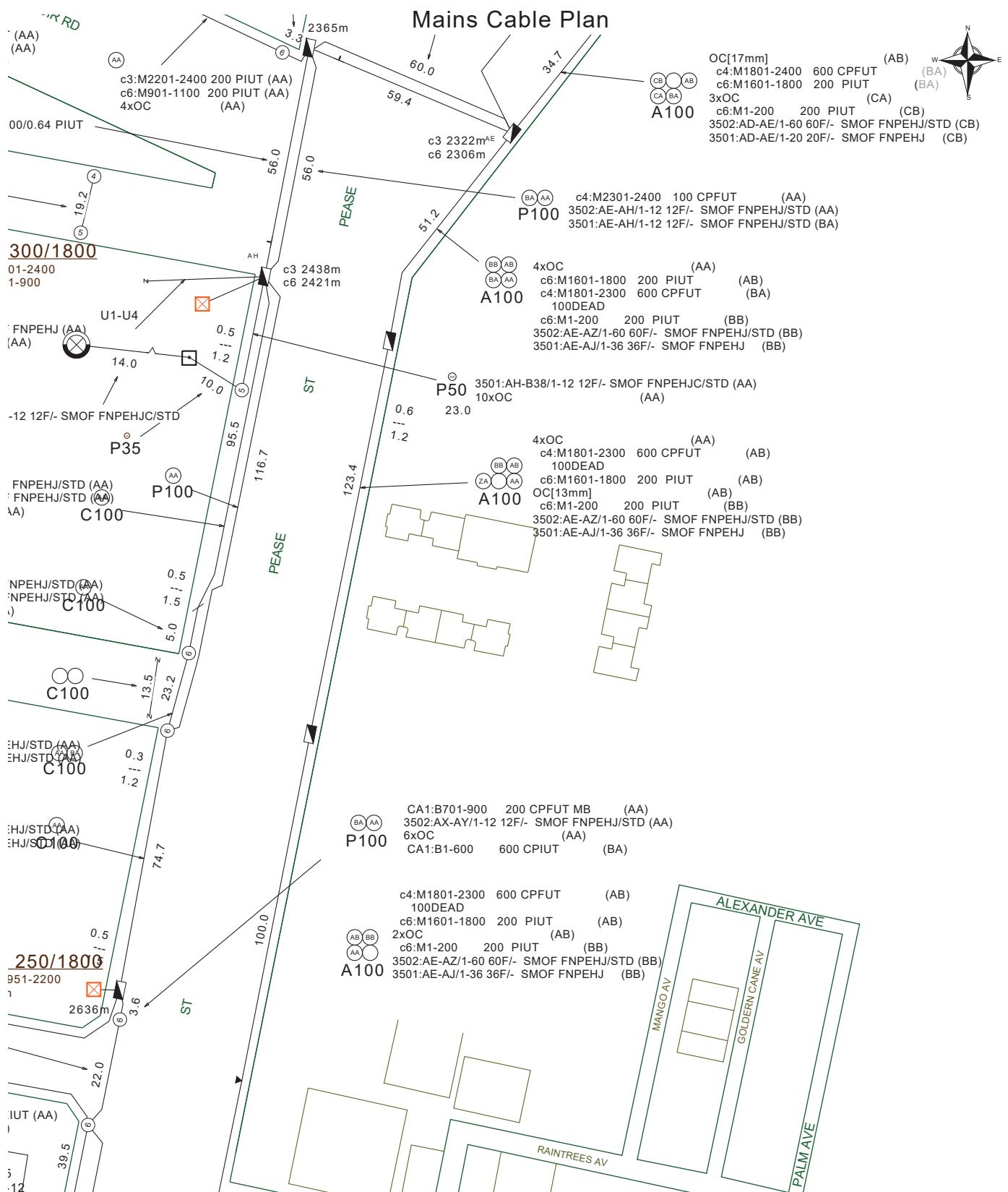


 <p>Report Damage: <a href="https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra">https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra</a>          Ph - 13 22 03          Email - Telstra.Plans@team.telstra.com          Planned Services - ph 1800 653 935 (AEST bus hrs only) General Enquiries</p>	<p>Sequence Number: 267101823</p> <p><b>CAUTION: Fibre optic and/ or major network present in plot area. Please read the Duty of Care and contact Telstra Plan Services should you require any assistance.</b></p>
	<p>TELSTRA LIMITED A.C.N. 086 174 781</p> <p>Generated On 22/01/2026 17:49:43</p>

The above plan must be viewed in conjunction with the Mains Cable Plan on the following page

**WARNING**  
 Telstra plans and location information conform to Quality Level "D" of the Australian Standard AS 5488-Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. The exact position of Telstra assets can only be validated by physically exposing it. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy. Further on site investigation is required to validate the exact location of Telstra plant prior to commencing construction work. A Certified Locating Organisation is an essential part of the process to validate the exact location of Telstra assets and to ensure the asset is protected during construction works.

See the Steps- Telstra Duty of Care that was provided in the email response.



 Report Damage: <a href="https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra-a">https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra-a</a> Ph - 13 22 03 Email - Telstra.Plans@team.telstra.com Planned Services - ph 1800 653 935 (AEST bus hrs only) General Enquiries	Sequence Number: 267101823
TELSTRA LIMITED A.C.N. 086 174 781	<b>CAUTION: Fibre optic and/ or major network present in plot area. Please read the Duty of Care and contact Telstra Plan Services should you require any assistance.</b>

The above plan must be viewed in conjunction with the Mains Cable Plan on the following page

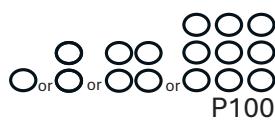
**WARNING**  
Telstra plans and location information conform to Quality Level "D" of the Australian Standard AS 5488-Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. The exact position of Telstra assets can only be validated by physically exposing it. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy. Further on site investigation is required to validate the exact location of Telstra plant prior to commencing construction work. A Certified Locating Organisation is an essential part of the process to validate the exact location of Telstra assets and to ensure the asset is protected during construction works.

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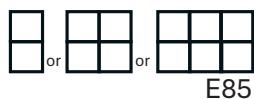
## LEGEND



	Leadin terminates at a Customer Address		Cable Jointing Pit Number / Letter indicating Pit type/size
	Exchange Major Cable Present		Elevated Joint (above ground joint on buried cable)
	Pillar / Cabinet Above ground Free Standing		Telstra Plant in shared Utility trench
	Above ground Complex Equipment Please note: Powered by 240V electricity		Aerial cable / or cable on wall
OC	Other Carrier Telecommunication Cable/ Asset. Not Telstra Owned		Aerial cable (attached to joint use Pole e.g., Power Pole)
DIST	Distribution cables in Main Cable Ducts		Marker Post Installed
MC	Main Cable ducts on a Distribution Plan		Buried Transponder
	Blocked or Damaged Duct		Marker Post & Transponder
	Footway Access Chamber (can vary between 1-lid to 12-lid)		Optical Fibre Cable Direct Buried
	NBN Pillar		Direct Buried Cable
	Third Party Owned Network Non-Telstra		nbn owned network



Single to Multiple Round Conduit Configurations 1,2,4,9 respectively  
(attached text denotes conduit type and size)

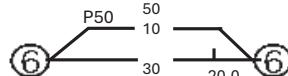


Multiple Square Conduit configurations 2,4,6 respectively  
(attached text denotes conduit type and size)

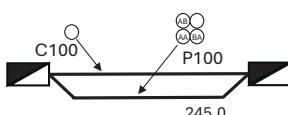
### Some examples of conduit type and size:

A - Asbestos cement, P - PVC / Plastic, C - Concrete, GI - Galvanised Iron, E - Earthenware  
Conduit sizes nominally range from 20mm to 100mm  
P50 50mm PVC conduit  
P100 100mm PVC conduit  
A100 100mm asbestos cement conduit

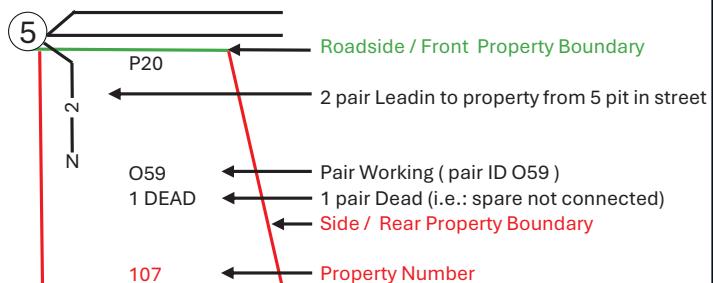
### Some Examples of how to read Telstra Plans



One 50mm PVC conduit (P50) containing a 50-pair and a 10-pair cable between two 6 pits, approximately 20.0m apart, with a direct buried 30-pair cable along the same route.



Two separate conduit runs between two footway access chambers (manholes) approximately 245m apart. A nest of four 100mm PVC conduits (P100) containing assorted cables in three ducts (one being empty) and one empty 100mm concrete duct (C100) along the same route.



## The 5 Ps of Safe Excavation

<https://www.byda.com.au/before-you-dig/best-practice-guides/>

### Plan

Plan your job. Use the BYDA service at least one day before your job is due to begin, and ensure you have the correct plans and information required to carry out a safe project.

### Prepare

Prepare by communicating with asset owners if you need assistance. Look for clues onsite. Engage a Certified Locator.

### Pothole

Potholing is physically sighting the asset by hand digging or hydro vacuum extraction.

### Protect

Protecting and supporting the exposed infrastructure is the responsibility of the excavator. Always erect safety barriers in areas of risk and enforce exclusion zones.

### Proceed

Only proceed with your excavation work after planning, preparing, potholing (unless prohibited), and having protective measures in place.