

Latitude: 31°36'10"OS Longitude 115°40'16"E

LOT 586

DISCLAIMER: Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER: Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

DISCLAIMER: Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER: Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.

TERMITE TREATMENT NOTE: TERMITE TREATMENT WILL BE CARRIED OUT IN ACCORDANCE WITH PART 3.1.3.2 OF THE NCC - BUILDING CODE OF AUSTRALIA AND AS3660.1:2014 THROUGH THE USE OF TERMITE RESISTANT MATERIALS FOR ALL PRIMARY BUILDING ELEMENTS, AS FOLLOWS:

CONCRETE NOTE: 25mm RECESS TO ALL WET AREA'S & 50mm SETDOWN TO SHR & BATH. MAINTAIN REQUIRED SLAB THICKNESS TO ENG'S REQUIREMENTS

STORMWATER NOTE: STORMWATER DISPOSAL TO ENGINEER'S SPECIFICATIONS.

SITE CLASSIFICATION : A
FOOTING DETAIL : DF-A3POD
WIND CATEGORY : N1
CORROSION CLASS : R3

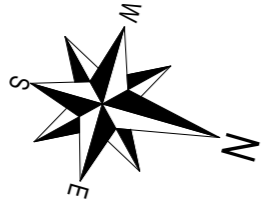
NOTE: RESTRICTIVE COVENANT. REFER TO SEC 136D T.L.A. SEE DOCUMENT M833164 EXPIRES 31/12/2023

LOT MISCLOSE 0.000m

SOIL DESCRIPTION Sand Light Grass Cover

Scale 1:200 0 2 4 6 8

Scale 1:200 Date: 07 Apr 20



SITE COVERAGE table with columns: ZONED, % ALLOWED, SITE AREA, SITE COV. AREA, OPEN SPACE = 38.5%. Values include R30, 55%, 300.00m², 184.55m², 38.5%.

Soak Well Type table with columns: Type, No., Capacity. Includes SW 1200x900 (1.0 m3), SW 1200x1200 (2.7 m3), Total Capacity (3.7 m3), Roof Area GF (154.1 m2), Paved Area (5.9 m2), Roof Area UF (79.3 m2), Total Area (239.3 m2), Capacity Required (3.0 m3), Extra Capacity Provided (0.7 m3).

NOTE: ALL DOWNPIPES CONNECTED TO SOAKWELLS WITH PVC STORMWATER PIPE

BUSH FIRE ATTACK LEVEL (BAL) NOTE: BAL RATING: TBA CONSTRUCT AS PER 3959 - 2009

Location of Services

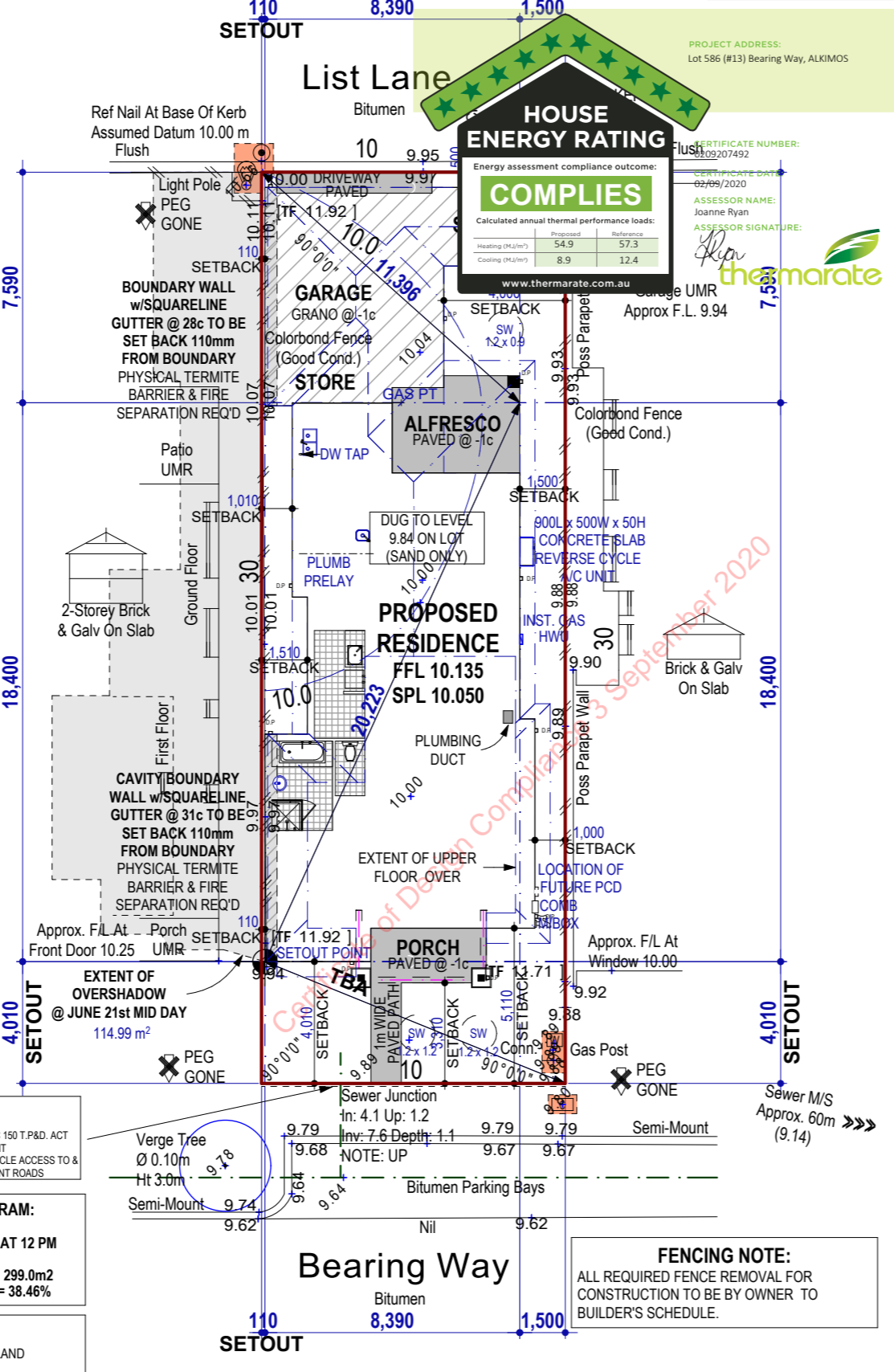
OVERSHADOWING DIAGRAM: SHADOW CAST ON JUNE 21ST AT 12 PM NEIGHBOURING LOT 587 SIZE: 299.0m2 OVERSHADOWING: 114.99m2 = 38.46%

PRELAY NOTE: PLUMBING PRELAY REQUIRED FOR ISLAND CUPBOARD REFER TO FLOOR PLAN

NOTE: COVENANT. REFER TO SEC 150 T.P.&D. ACT SEE DOCUMENT NO ROAD VEHICLE ACCESS TO & FROM ADJACENT ROADS

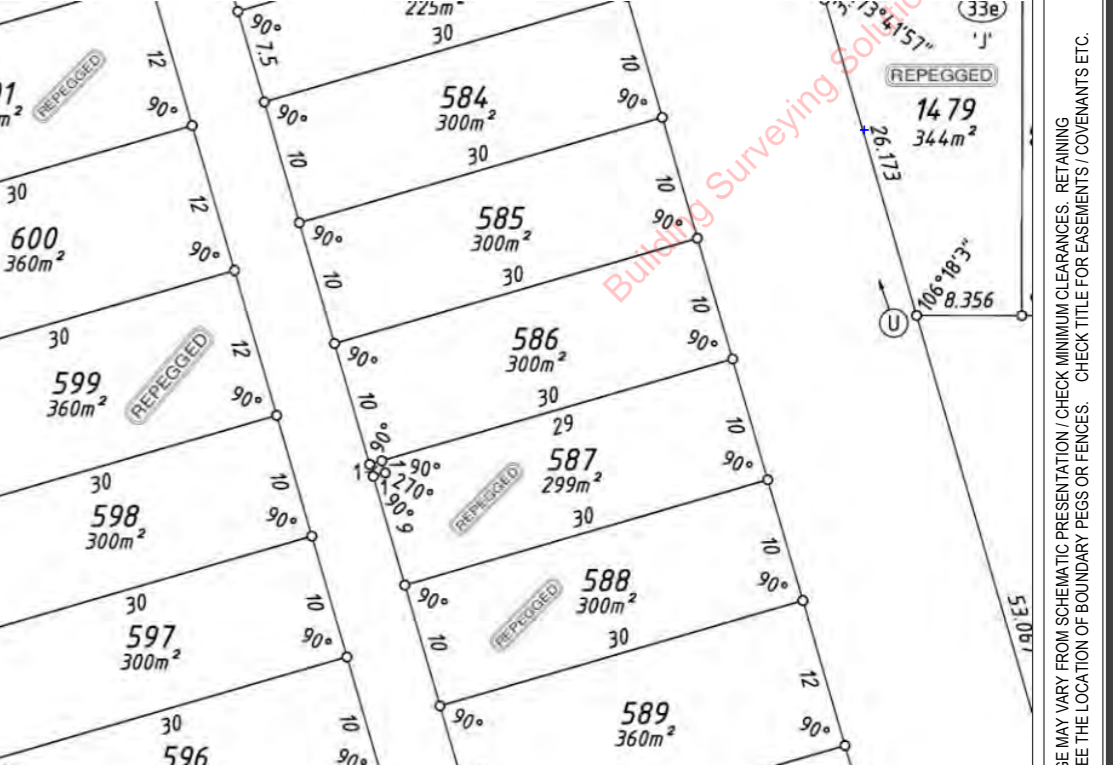
LEGEND table with symbols for SEC Dome, Power Pole, Phone Pits, Water Conn., Top Pillar/Post, Top Wall, Top Retaining, Top Fence.

HOUSE ENERGY RATING COMPLIES. Energy assessment compliance outcome: Calculated annual thermal performance loads: Heating (MJ/m²) 54.9, Cooling (MJ/m²) 8.9. Reference: Heating 57.3, Cooling 12.4.



101 BUILDERS REGISTRATION N° 13521 9 SANGIORGIO COURT OSBORNE PARK WA 6017 Phone (08) 9208 9100 Fax (08) 9208 9102 Ref: 10,672

CLIENT: DUNLOP CONTRACT / JOB NO: 2003008R MAP REF: 128-03/46 COASTAL NO SITE SURVEY: #13 Bearing Way Suburb: Alkimos Loc.Auth: CITY OF WANNEROO D.Plan: 403203 Volume: 2862 Folio: 833 Location: Check Title



Utility table: Elec: U/Ground, Water: Yes, Sewer: Yes, Gas: Check Your Lot With Alinta, Road: Bitumen, Kerb: Semi-Mount / Nil, Footpath: Nil, Drainage: Good



SECRET MYSTERY-55-M SITE PLAN table with columns: DATE, SHEET N°, REVISION N°, JOB N°. Values: 2/09/2020, 02 of 19, 04, 2003008

VARIATIONS table with columns: REV., DESCRIPTION, INT., DATE. Lists contract silver, updated balcony, charcoal, and engineering changes.

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT: OWNER... DATE... OWNER... DATE... BUILDER... DATE...

COTTAGE & ENGINEERING SURVEYS Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998 Email: perth@cottage.com.au Website: www.cottage.com.au J/No: 468212 Drawn: J. Jee

NOTE: EARTHWORKS / SET-OUT DIMENSIONS MAY VARY ON SITE AT BUILDERS DISCRETION. SEWER / DRAINAGE MAY VARY FROM SCHEMATIC PRESENTATION / CHECK MINIMUM CLEARANCES. RETAINING NOT INCLUDED IN CONTRACT - REMAINS OWNERS RESPONSIBILITY. THIS SURVEY DOES NOT GUARANTEE THE LOCATION OF BOUNDARY PEGS OR FENCES. CHECK TITLE FOR EASEMENTS / COVENANTS ETC.

INTERNAL DOORS NOTE:

ALL INTERNAL DOORS TO BE 2040H (25c) U.N.O

BUILD METHOD:	CFTW
GROUND FLOOR:	Double Brick, Slab on Ground
UPPER FLOOR SLAB:	Concrete on Metal Truss
UPPER FLOOR WALLS:	Timber Wall, Nominated Cladding
ROOF TYPE:	Colorbond
INTERNAL PLASTER:	Premium Wall System

SITE CLASSIFICATION	A
FOOTING DETAIL	DF-A3POD
WIND CATEGORY	M1
CORROSION CLASS	R3

CL @ 30c THRU'OUT

ALL UNLESS OTHERWISE NOTED

EXTERNAL WALLS CONSISTS OF 230mm WIDE CAVITY BRICK CONST. UNLESS NOTED OTHERWISE. 90mm EXTERNAL LEAF & 90mm INTERNAL LEAF.

ALL DIMENSIONS ARE TO PRE-FINISHED WALLS (NO PLASTER)
EXTENT OF RENDER AS MARKED. REFER TO ELEVATIONS.

BRICKLAYER NOTE

RUN KITCHEN BENCH TOP UNDER WINDOW FRAME. CUT B/WK DOWN TO SUIT BENCH TOP SELECTION.
TOP OF PIER FTG @ -03c U.N.O

ROOF CARPENTER NOTE
NOTE: PLANS DETAILED FOR "TRADITIONAL" ROOF FRAME CONSTRUCTION CONFORMING TO A.S. 1684. U.N.O
TRIM OUT CEILING JOISTS TO 550 X 550 AT MANHOLE LOCATION
ENSURE ROOFING MEMBERS ARE KEPT CLEAR OF RANGEHOOD FLUE

PLUMBER NOTE

DOWNPIPE & FLOOR WASTE LOCATIONS ARE INDICATIVE ONLY & MAY CHANGE AT THE DISCRETION OF THE PLUMBER.
COLD WATER TAP FOR DISHWASHER RECESS.

FIXING CARPENTER NOTE

ALL ROBES TO HAVE 1X SHELF & HANGING RAIL 450W
ALL LINENS, BUILT-IN PTYRS, INTERNAL STORES TO HAVE 4X SHELVES @ 400 CTS 450W
BROOM & CLOAK CLIPDS TO HAVE 1X SHELF
ALL TOP SHELVES @ 1750 AFL
WIL - 2x SHELVES TOP @ 1750 AFL

FLOOR COVERINGS: REFER TO ADDENDA

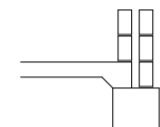
OTHER NOTES

PROVIDE R4.0 INSULATION TO CEILING THRU OUT HOUSE AND GARAGE ONLY TO BCA REQ.

ALL CONSTRUCTION DWGS MUST BE STAMPED "CONSTRUCTION ISSUE" IF DWGS ARE NOT STAMPED, PLEASE CONTACT THE OFFICE BEFORE PROCEEDING WITH ORDERING, MANUFACTURE, OR ON-SITE CONSTRUCTION
UPPER FLOOR TO BE TIE DOWN TO GROUND FLOOR AS PER ENGINEERS SPECIFICATION

BRICKLAYER NOTE:

EXTERNAL BRICKS TO BE 290 X 162 X 90 (1st external course to be 2 course bricks laid in THIRD BOND)

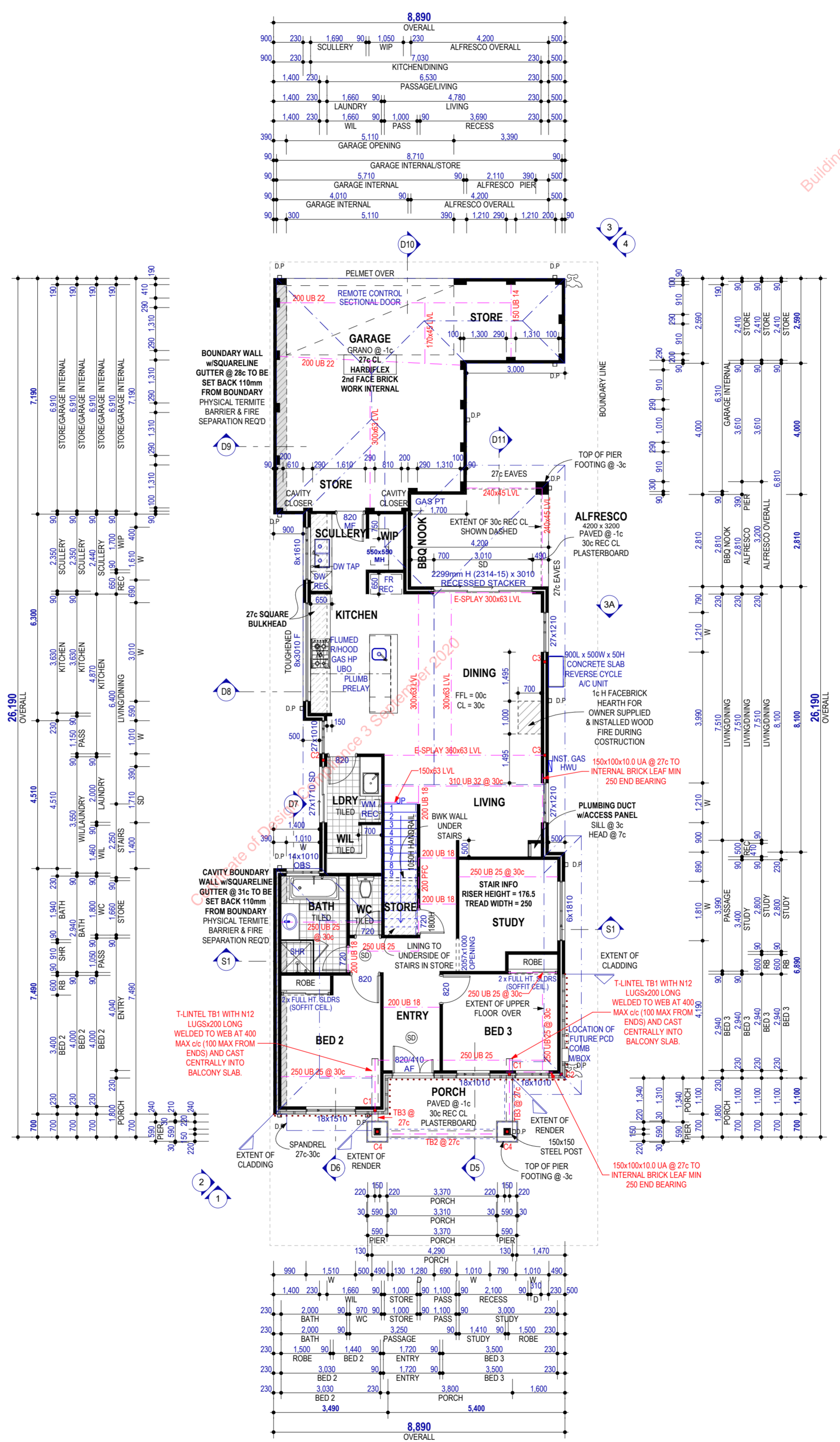


BRICK LAYER NOTES:

EXTENT OF ACRYLIC RENDER: EXTENT OF RENDER COLOUR 1 TO PORCH & BALCONY.

NOMINATED CLADDING TO FRONT ELEVATION GROUND FLOOR, RETURN & ENTIRE UPPER FLOOR.

RENDER COLOUR 2 TO PORCH/BALCONY FEATURE MOULDINGS.



AREAS		
Name	Area	Perimeter
HOUSE - GROUND	130.622	55.560
HOUSE - UPPER	52.064	31.720
GARAGE/STORE	48.803	32.160
ALFRESCO	12.777	14.800
BALCONY	9.045	13.150
PORCH	7.183	12.180
TOTAL	260.494 m²	

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT :
OWNERDATE.....
OWNERDATE.....
BUILDERDATE.....

101
BUILDERS REGISTRATION N° 13521
9 SANGIORGIO COURT
OSBORNE PARK, WA 6017
Phone (08) 9208 9100 Fax (08) 9208 9102

VARIATIONS:	INT. DATE:	CLIENT:	SECRET MYSTERY-55-M
REV. 1: CONTRACT SILVER + AR 101	ZL 20.05.20	DUNLOP	GROUND FLOOR PLAN (A2)
REV. 2: AR101 (ITEMS 8-9)	ES 26.05.20		DATE: 2/09/2020 SHEET N°: 05 of 19
REV. 3: UPDATED BALCONY / PORCH	CB 22.06.20		SCALE: 1:100, 1:1
REV. 4: VO-1 (ITEMS 1-26)	LS 05.08.20		REVISION N°: 04 JOB N°: 2003008
REV. 5: CHARCOAL + ENGINEERING	ZL 20.08.20		

SALES: AR DRAWN: ZL CHECKED: CB
LOT 586 (#13) BEARING WAY ALKIMOS WA 6038

HOUSE ENERGY RATING
Energy assessment compliance outcome:
COMPLIES
Calculated annual thermal performance loads:
Heating (MJ/m²): 54.9
Cooling (MJ/m²): 8.9
www.thermarate.com.au

CERTIFICATE NUMBER: 0209207492
CERTIFICATE DATE: 02/09/2020
ASSESSOR NAME: Joanne Ryan
ASSESSOR SIGNATURE:

Building Surveying Solutions - Job No. 201352

INTERNAL DOORS NOTE:

ALL INTERNAL DOORS TO BE 2040H (25c) U.N.O

BUILD METHOD:	CFTW
GROUND FLOOR:	Double Brick, Slab on Ground
UPPER FLOOR SLAB:	Concrete on Metal Truss
UPPER FLOOR WALLS:	Timber Wall, Nominated Cladding
ROOF TYPE:	Colorbond
INTERNAL PLASTER:	Premium Wall System

SITE CLASSIFICATION	: A
FOOTING DETAIL	: DF-A3POD
WIND CATEGORY	: N1
CORROSION CLASS	: R3

UPPER FLOOR CONSTRUCTION NOTE

ALLOW EXTRA STUDWORK FOR:

- WC ROLL HOLDER @ 750mm
- TOWEL RAIL @ 1000mm
- TOWEL RING @ 1200mm
- TOILET @ 750mm

UPPER FLOOR HEIGHTS

FFL = 3000mm
CL = 5606mm
HEIGHT O/A = 2606mm (30c)

UPPER FLOOR GLAZING

UPPER FLOOR WINDOWS TO COMPLY WITH BCA 3.9.2.5

CL @ 30c THRU'OUT

ALL UNLESS OTHERWISE NOTED

EXTERNAL WALLS CONSISTS OF 230mm WIDE CAVITY BRICK CONST., UNLESS NOTED OTHERWISE. 90mm EXTERNAL LEAF & 90mm INTERNAL LEAF.

ALL DIMENSIONS ARE TO PRE-FINISHED WALLS (NO PLASTER)

EXTENT OF RENDER AS MARKED. REFER TO ELEVATIONS.

BRICKLAYER NOTE

RUN KITCHEN BENCHTOP UNDER WINDOW FRAME. CUT BWK DOWN TO SUIT BENCHTOP SELECTION. TOP OF PIER FTG @ -03c U.N.O

ALL CAVITY CLOSERS AND STRUCTURAL COLUMNS TO BE FLASHED WITH ALCOR FLASHING AS PER A.S

ROOF CARPENTER NOTE

NOTE: PLANS DETAILED FOR "TRADITIONAL" ROOF FRAME CONSTRUCTION CONFORMING TO A.S. 1684. U.N.O

TRIM OUT CEILING JOISTS TO 550 X 550 AT MANHOLE LOCATION

ENSURE ROOFING MEMBERS ARE KEPT CLEAR OF RANGEHOOD FLUE

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BROOM & CLOAK CUPDS TO HAVE 1X SHELF
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WIL - 2x SHELVES TOP @ 1750 AFL

FLOOR COVERINGS: REFER TO ADDENDA

OTHER NOTES

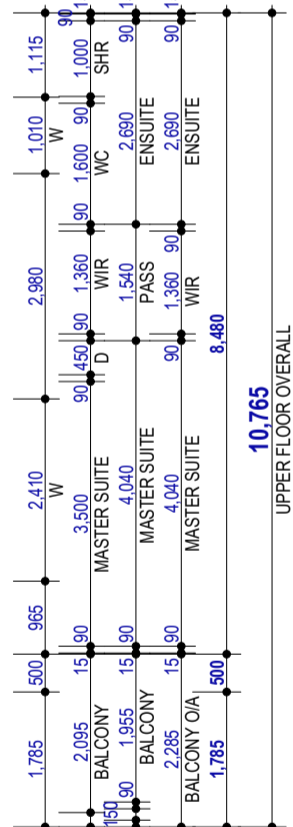
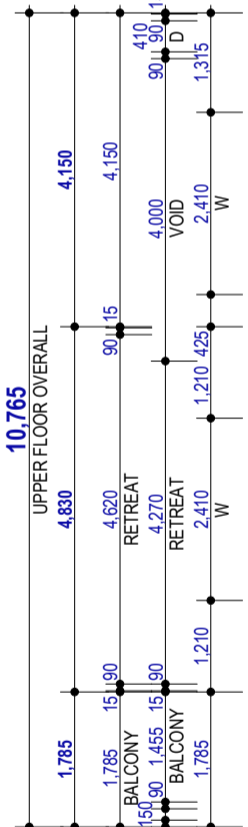
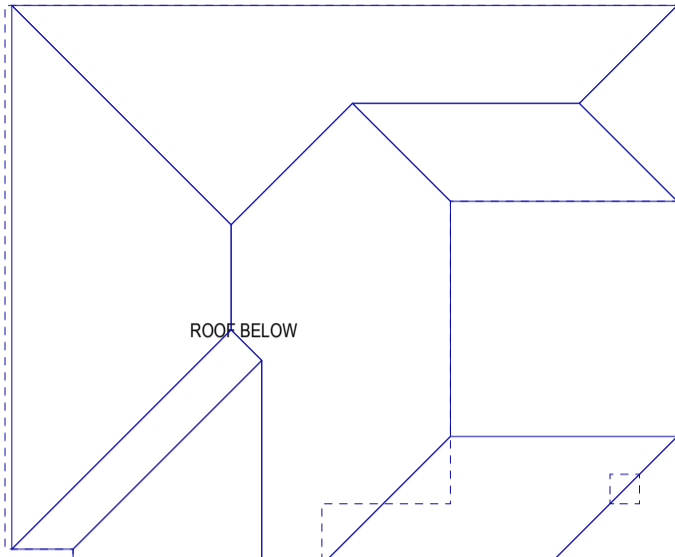
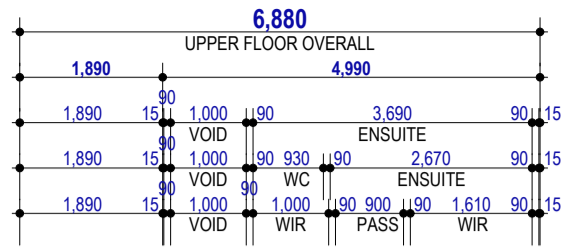
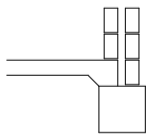
PROVIDE R4.0 INSULATION TO CEILING THRU' OUT HOUSE AND GARAGE ONLY TO BCA REQ.

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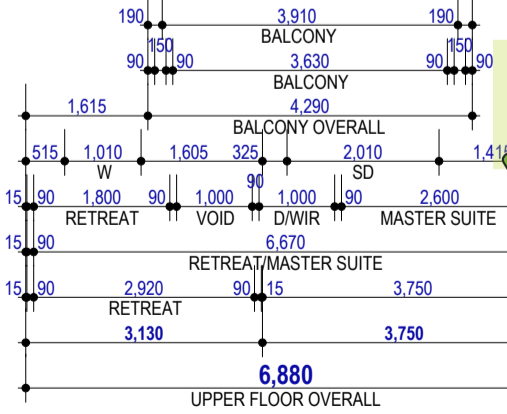
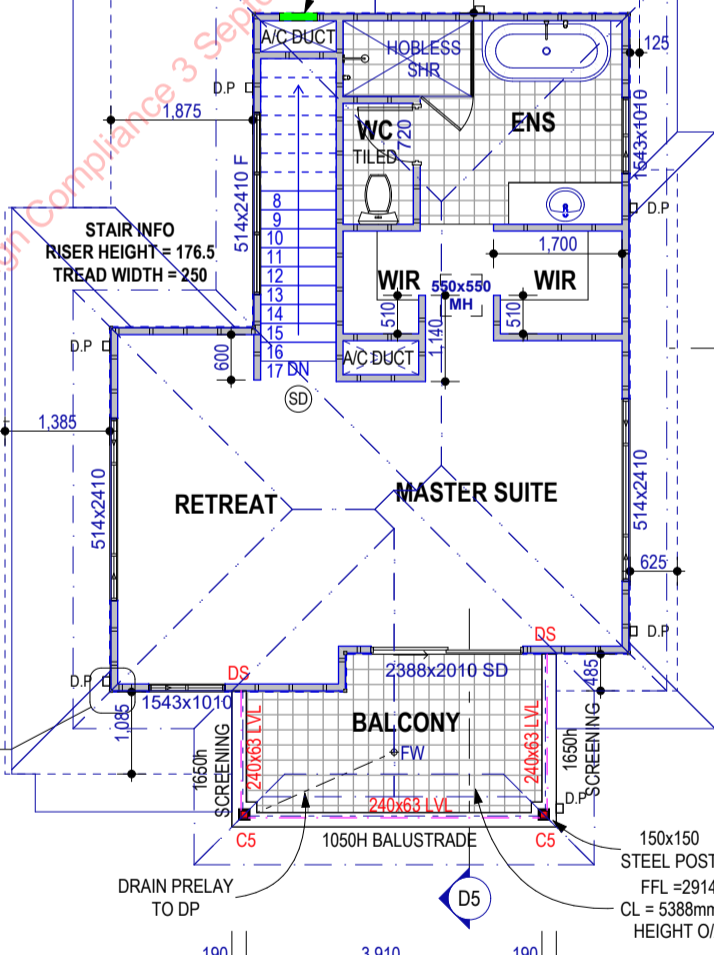
UPPER FLOOR TO BE TIED DOWN TO GROUND FLOOR AS PER ENGINEERS SPECIFICATION

BRICKLAYER NOTE:

EXTERNAL BRICKS TO BE 290 X 162 X 90 (1st external course to be 2 course bricks laid in THIRD BOND)



Certificate of Design Compliance 3 September 2020



HOUSE ENERGY RATING

Energy assessment compliance outcome:

COMPLIES

Calculated annual thermal performance loads:

	Proposed	Reference
Heating (MJ/m²)	54.9	57.3
Cooling (MJ/m²)	8.9	12.4

www.thermarate.com.au

PROJECT ADDRESS:
Lot 586 (#13) Bearing Way, ALKIMOS

CERTIFICATE NUMBER:
0209207492

CERTIFICATE DATE:
02/09/2020

ASSESSOR NAME:
Joanne Ryan

ASSESSOR SIGNATURE:
Joanne Ryan

thermarate

AREAS		
Name	Area	Perimeter
HOUSE - GROUND	130.622	55.560
HOUSE - UPPER	52.064	31.720
GARAGE/STORE	48.803	32.160
ALFRESCO	12.777	14.800
BALCONY	9.045	13.150
PORCH	7.183	12.180
TOTAL	260.494 m²	

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT :

OWNERDATE.....

OWNERDATE.....

BUILDERDATE.....

101

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BUILDERS REGISTRATION N° 13521
9 SANGIORGIO COURT
OSBORNE PARK WA 6017
Phone (08) 9208 9100 Fax (08) 9208 9102

REV:	DESCRIPTION:	INT:	DATE:
'1'	CONTRACT SILVER + AR 101	ZL	20.05.20
'2'	AR101 (ITEMS 1-8)	ES	26.05.20
'3'	UPDATED BALCONY / PORCH	CB	22.06.20
'4'	VO-1 (ITEMS 1-26)	LS	05.08.20
'5'	CHARCOAL + ENGINEERING	ZL	20.08.20

CLIENT:
DUNLOP

SITE ADDRESS:
**LOT 586 (#13) BEARING WAY
ALKIMOS WA 6038**

SALES: AR DRAWN: ZL CHECKED: CB

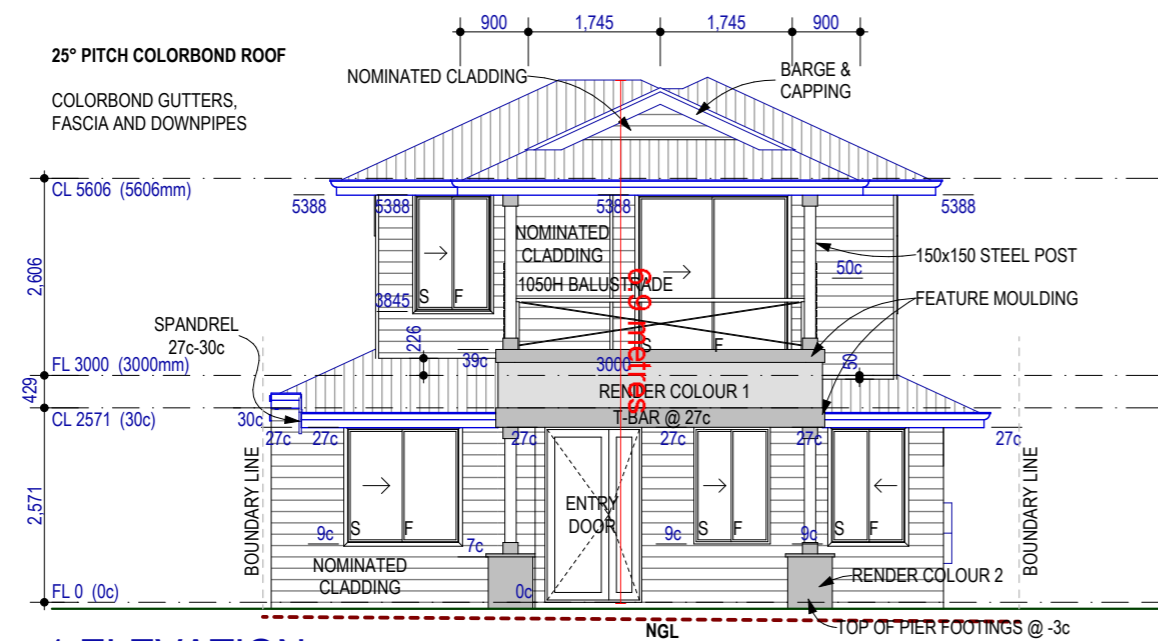
SECRET MYSTERY-55-M

UPPER FLOOR PLAN

DATE: 2/09/2020 SHEET N°: 06 of 19

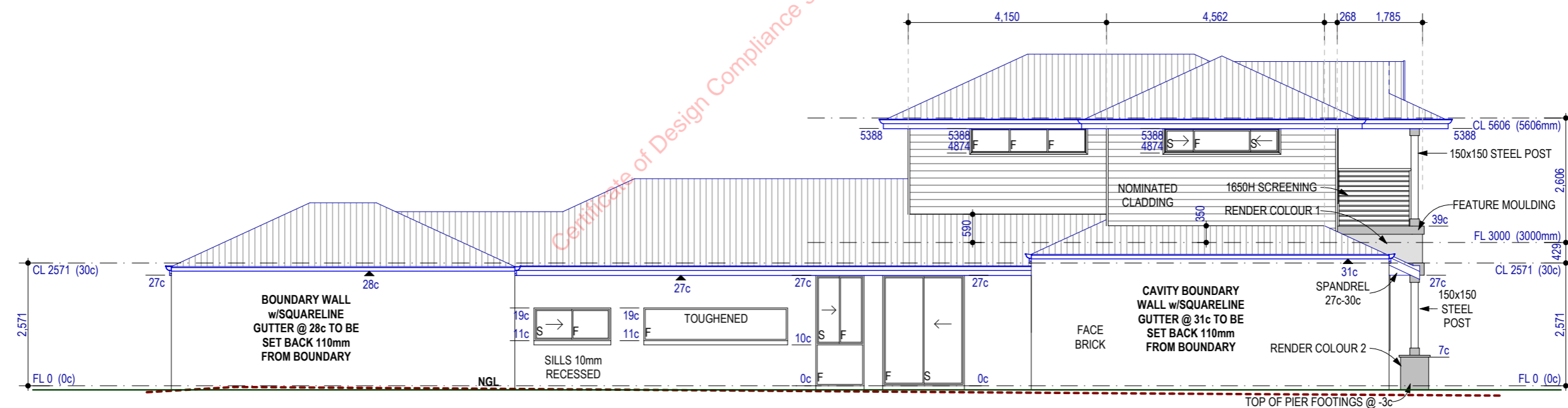
SCALE: 1:100, 1:1

REVISION N°: 04 JOB N°: 2003008



1 ELEVATION
1:100

BRICK LAYER NOTES:
 EXTENT OF ACRYLIC RENDER: EXTENT OF RENDER COLOUR 1 TO PORCH & BALCONY.
 NOMINATED CLADDING TO FRONT ELEVATION GROUND FLOOR, RETURN & ENTIRE UPPER FLOOR.
 RENDER COLOUR 2 TO PORCH/BALCONY FEATURE MOULDINGS.



2 ELEVATION
1:100

Certificate of Design Compliance 3 September 2020

Building Surveying Solutions - Job No. J001352

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 OWNERDATE.....
 OWNERDATE.....
 BUILDERDATE.....

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 BUILDERS REGISTRATION N° 13521
 9 SANGIORGIO COURT
 OSBORNE PARK WA 6017
 Phone (08) 9208 9100 Fax (08) 9208 9102

REV.	DESCRIPTION:	INT.	DATE:
'1'	CONTRACT SILVER + AR 101	ZL	20.05.20
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'4'	VO-1 (ITEMS 1-26)	LS	05.08.20
'5'	CHARCOAL + ENGINEERING	ZL	20.08.20
'6'			
'7'			
'8'			
'9'			

CLIENT: **DUNLOP**
 SITE ADDRESS:
LOT 586 (#13) BEARING WAY
ALKIMOS WA 6038
 SALES: AR DRAWN: ZL CHECKED: CB

SECRET MYSTERY-55-M
ELEVATIONS 01
 DATE: 2/09/2020 SHEET N°: 07 of 19
 SCALE: 1:100
 REVISION N°: 04 JOB N°: 2003008

PROJECT ADDRESS:
 Lot 586 (#13) Bearing Way, ALKIMOS

HOUSE ENERGY RATING

Energy assessment compliance outcome:

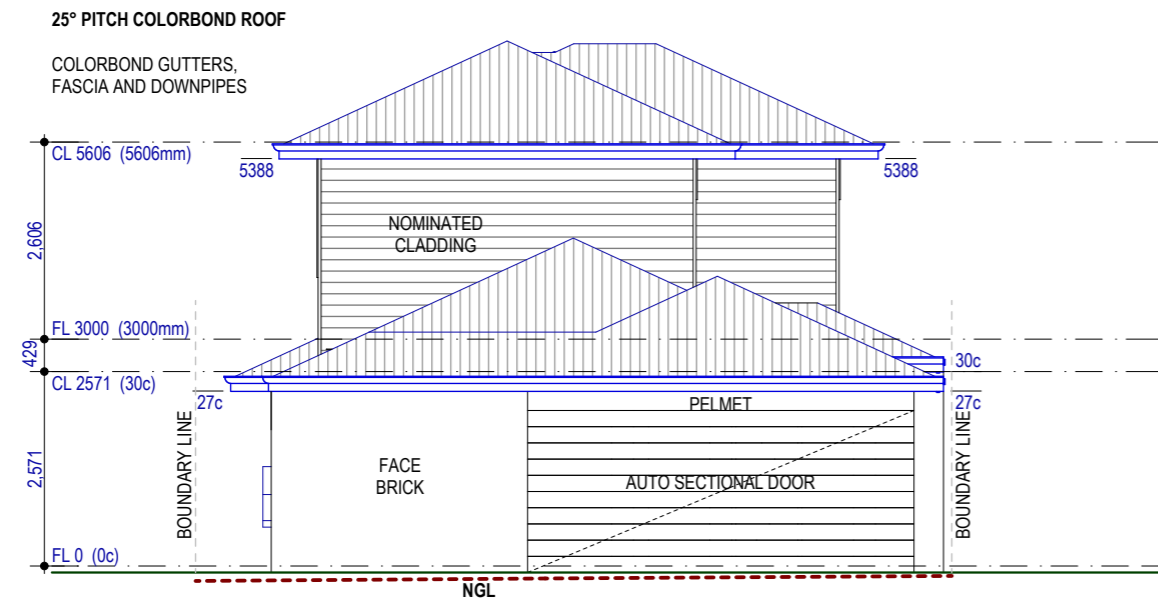
COMPLIES

Calculated annual thermal performance loads:

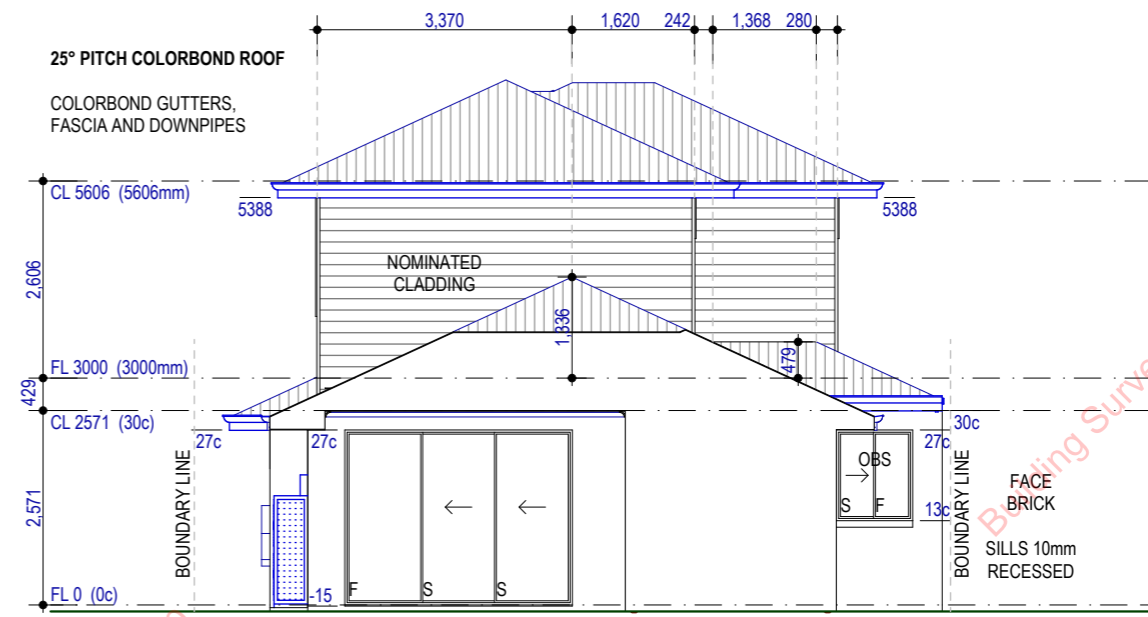
	Proposed	Reference
Heating (MJ/m ²)	54.9	57.3
Cooling (MJ/m ²)	8.9	12.4

www.thermarate.com.au

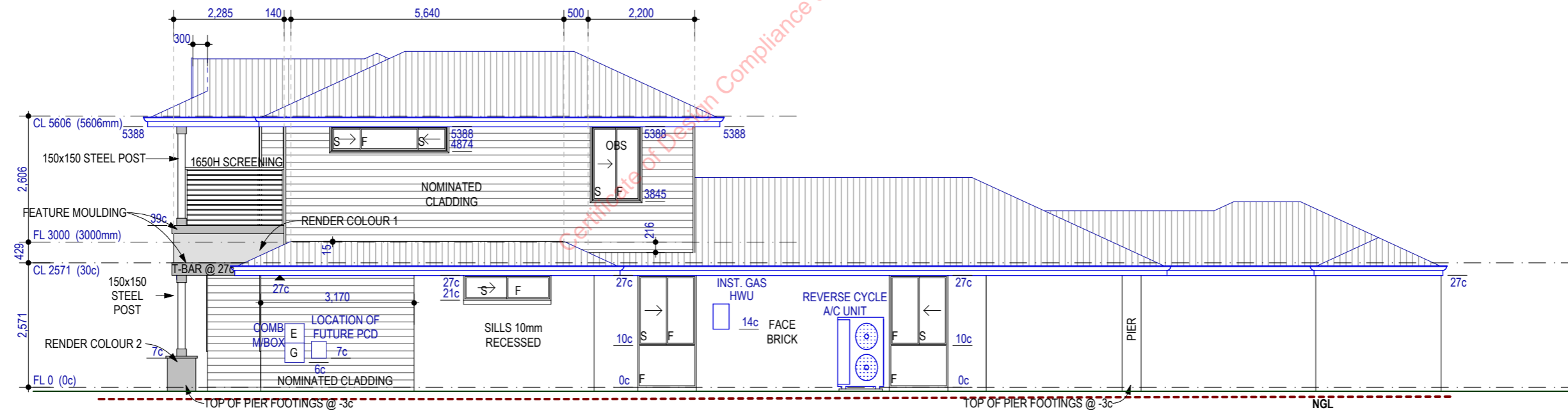
CERTIFICATE NUMBER: 0209207492
 CERTIFICATE DATE: 02/09/2020
 ASSESSOR NAME: Joanne Ryan
 ASSESSOR SIGNATURE: *Joanne Ryan*



3 ELEVATION
1:100



3A ELEVATION
1:100



4 ELEVATION
1:100

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OWNERDATE.....
OWNERDATE.....
BUILDERDATE.....

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9 SANGIORGIO COURT
OSBORNE PARK WA 6017
Phone (08) 9208 9100 Fax (08) 9208 9102

VARIATIONS:

REV.	DESCRIPTION:	INT.	DATE:
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'6'			
'7'			
'8'			
'9'			

CLIENT: **DUNLOP**
SITE ADDRESS: **LOT 586 (#13) BEARING WAY ALKIMOS WA 6038**
SALES: AR DRAWN: ZL CHECKED: CB

SECRET MYSTERY-55-M
ELEVATIONS 02
DATE: 2/09/2020 SHEET N°: 08 of 19
SCALE: 1:100
REVISION N°: 04 JOB N°: 2003008

PROJECT ADDRESS: Lot 586 (#13) Bearing Way, ALKIMOS

HOUSE ENERGY RATING

Energy assessment compliance outcome: **COMPLIES**

Calculated annual thermal performance loads:		
Heating (MJ/yr)	Proposed	Reference
54.9	57.3	
Cooling (MJ/yr)	8.9	12.4

CERTIFICATE NUMBER: 0209207492
CERTIFICATE DATE: 02/09/2020
ASSESSOR NAME: Joanne Ryan
ASSESSOR SIGNATURE: *Joanne Ryan*
thermarate.com.au

MANAGEMENT PLAN FOR AIRBNB SHORT TERM FOR 13 BEARING WAY, ALKIMOS WA

May 2023

Introduction

This Holiday House Management Plan seeks to manage the amenity of 13 Bearing Way, Alkimos and to conform with the City of Wanneroo's Local Planning Policy for Short Term Accommodation.

The management plan will establish an acceptable standard of behaviour for guests and visitors and will seek to minimise any adverse impacts on the owner, neighbour, residents and the City of Wanneroo.

Check In

At the time of booking online, guests are to review and agree to accept the code of conduct, as below.

Check in time is 2pm onwards.

Guests are not permitted to check in between 9pm and 7am, unless this has been agreed prior with management.

Check Out

Check out time is before 10am unless other arrangements have been made with the Manager.

Guests

We have a limit of 7 guests, comprising of 3 x Queen Bedrooms plus 1 Single Bedroom, and pets are not allowed. A responsible adult (over 18 years of age) shall be on site at all times especially when children are present.

Non registered guests are not permitted to stay, and parties are not permitted.

Complaints Management

All complaints are to be resolved by the manager, with the managers details to be provided to the surrounding neighbours and guests of the residence.

A register of complaints will be maintained by the owner and provided to the City of Wanneroo where appropriate. The complaints register is to contain the following information:

1. The date and time of the complaint;
2. The name and address of the complainant;
3. The nature of the complaint;
4. Investigation carried out;
5. Action taken; and
6. Response provided to the complainant.

Code of Conduct :

The following code of conduct governs guest behaviour and use of the property. All guests and visitors to the property agree to follow the code of conduct at all times.

Guests: A responsible adult (over 18 years of age) shall be on site at all times especially when children are present. No unauthorised people are permitted to stay overnight.

No more than [7] guests are allowed unless otherwise arranged. No 'schoolies' or young groups under the age of 25 years.

No visitors or guests other than those who are booked to stay at the property can stay in the property without first obtaining the Managers approval.

Noise/Nuisance: All guests and visitors agree to not cause or permit nuisance at the property. This includes excessive noise, disruptive or anti-social behaviour. Strict regulation with noise regulations must be adhered to at all times and respect to adjoining/nearby residents shown at all times. Noise levels must not have a discernible impact on neighbours after 10.00pm. Disturbance to neighbours from excessive noise and offensive behaviour is prohibited.

Parties or functions are strictly prohibited. A refundable damage bond of 20% is required at the time of your booking, and may be deducted for any damage or breach of terms and conditions.

Vehicle Parking: All guests and visitors agree to use the parking spaces provided and to not park on lawn or garden areas on the property or on the street verge or street itself outside the property.

Visitors and guests agree not to park any additional vehicles on the property in excess of the parking spaces provided and to not cause any access issues for adjoining/nearby residents.

Shire Regulations: All guests and visitors agree to comply with all Shire regulations at all times including noise and fire limitations. Premise Condition and Cleanliness:

All guests and visitors agree to leave the premise in a clean and tidy condition upon vacating, with all fittings and chattels in their original condition and position at the beginning of their stay. Guests are to advise the manager/caretaker of any damage or disrepair within 24 hours of this occurring. Any damage repairs or excessive cleaning that is attributable to your stay will be paid for by you.

Pets: Pets are not allowed on the premises, without exception.

Fires: All guests and visitors agree not to allow candles, open fires or the similar burn unsupervised within the premises. No open fires are permitted outside at any time. Barbeque facilities may be provided and used in a safe manner. Smoking is not permitted in the property.

Rubbish Disposal: All guests and visitors agree to contain their rubbish in the bins provided. Guests are responsible for the putting out and collection of the bins where their stay coincides with collection dates, collection Wednesday mornings.

Keys: Prior to arrival the guests will be given the lock box code. At the conclusion of the agreed stay, guests are to lock the premises, close all windows and return the keys to the lock box. Any lost or damaged keys will be replaced at the guest's expense.

Termination of Accommodation: If guests or visitors are found to have contravened the code of conduct, depending on the degree of the contravention, a verbal warning may be issued

or the accommodation booking immediately terminated. In the case of a verbal warning, if the contravention is not rectified immediately, the accommodation booking will be immediately terminated with 2 hours' notice to vacate the premises. No refunds will be made.

Problems or Complaints: In the case of any problem or complaint, you must inform Management at your earliest opportunity so that Management has the opportunity to rectify the situation as soon as possible.

Property and Registration Holders Details	
Property Address	_____
Name of Property Owner	_____
Residential Address	_____
Contact Number	_____
Email	_____
Manager/Caretaker Details *the nominated manager/caretaker will have day to day management of the holiday house and respond to complaints.	
Name of Manager/Caretaker	_____
Residential Address	_____
Contact Number (all hours)	_____
Email	_____