STONNINGTON CONVEYANCING
A Member of the Australasian Conveyancing Group – www.acgol.com
1616 High Street, Glen Iris VIC 3146
malvern.vic@acgol.com Fax 03 9813 8911 **Phone 03 9813 8333**

## 2009 - LIST OF FEES (effective from 1/11/2009) *

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### VENDOR - "STAGE 1" - PREPARATION AND SUPPLY OF DOCUMENTS FOR SALE/AUCTION:

- Up to 5 complete securely bound copies supplied direct to your agent
- 1 complete un-bound copy supplied direct to your agent (for scanning, faxing, copying, etc.)
- 1 complete spare pre-signing copy supplied to you (if required)
- can also be scanned to a pdf file and e-mailed to you and/or agent by us, if requested.

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| DETAILED SECTION 32 VENDOR STATEMENTS | $280.00 | ) 14 Day Provisional account sent, |
| | | ) plus disbursements incurred |
| SEARCHES & DISBURSEMENTS (At cost - Est. only) | $200-$350.00 | ) on your behalf, plus GST. |
| (Varies, especially for Owners Corp. Body Corporate sales) | | |
| OUR STANDARD AUCTION CONTRACTS | $100.00 | IF AUCTION IS APPLICABLE |
| PLUS GST @ 10% | | |

Where a real estate agent sells a property by "private sale" (i.e. by negotiation), their commission includes preparation of an REIV "Standard' Contract. However, for all Auctions or if a custom drafted contract (or clauses/Special Conditions) are required (e.g. where there is no real estate agent involved, or where an agent requires drafting assistance of special conditions – e.g. for Stratum Scheme sales, "Off Plan" Building sales, Owner Builder sales, Fully Leased properties, extra Licensed areas", Company Title sales, etc.), we charge at an hourly rate of $180.00, plus GST, depending on size of job and complexity.

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### VENDOR - "STAGE 2" - CONVEYANCING FROM DAY OF SALE THROUGH TO SETTLEMENT

FOR ALL ATTENDANCES BELOW $625.00 Billed & Paid at Settlement
$875.00 for $1M+; $950.00 for "Off Plan",
Serving/Chasing Section 27 "Release of Deposit", Answering Requisitions, Arranging Discharge of Mortgage and Loan Payout Figures, Attending to Transfer and Chattels Statutory Declaration/s, Adjustments of Rates & Taxes, Settlement Statements, Calculating and Booking Cheques required, Booking and Instructing all Parties for Settlement, Sending Disposition (change of ownership) Notices, etc.
PLUS GST @ 10% AND DISBURSEMENTS (MINIMAL WHERE WE HAVE ALREADY PREPARED SALE DOCS.)

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| PURCHASE CONVEYANCING SETTLEMENT | $625.00 | All Billed & Paid at Settlement |
| | $875.00 | for Properties $1M+ |
| | $950.00 | for Off Plan Purchase |

Serving Requisitions on Title, Searching and checking Title and Certificates, Assessing Section 27 "Release of Deposit" request, Checking Answers to Requisitions, Arranging Loan documents, Preparing Transfer of Land (and/or Nominee Statutory Declaration is $100.00 if required), Adjustments of Rates & Taxes, Settlement Statements, Calculating and Booking Cheques required, Booking and Instructing all Parties for Settlement, preparing and sending Acquisition Notices, etc.

DISBURSEMENTS (At Cost - Estimate only) $200-$350.00 (Depends on what vendor provides)
PLUS GST @ 10% & Owners Corp or not)

- OPTION - PREPARATION AND LODGING OF PURCHASER'S CAVEAT - $90 (plus GST) + $67.90 to L.T.O.
- **STRONGLY RECOMMENDED OPTION - PRE-SIGN/"COOLING OFF PERIOD" WRITTEN REPORT ON CONTRACT & SEC 32** – RANGES FROM $180.00 - $280.00 PLUS GST DEPENDING ON:- IF OWNERS CORPORATION OR NOT AND IF SPECIAL CONDITIONS SUPPLIED BY US ON HOURLY RATE, OR EXTRA SEARCHES REQUIRED TO OBTAIN & REPORT EXTRA INFO TO YOU OR NOT, ETC.
- TO BID FOR YOU AT AUCTION, FOR PREPARATION OF the AUTHORITY & NOMINATION $400.00+GST
- WE ALSO OFFER **BUYER NEGOTIATION/ADVOCACY SERVICES** - PLEASE ASK FOR DETAILS

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| **CITY AGENT'S/OTHER FEES** | - CITY SETTLEMENT ATTENDANCE | $35.75 (inc. GST) |
| (where applicable) | - STAMPING & LODGING ("cash" purchases) | $22.00 (inc. GST) |
| | - BANKING DEPOSIT FUNDS (per bank) | $16.50 (inc. GST) |
| | - TRUST ACCOUNT USE (inc. CHEQUE FEES) | $99.00 (inc. GST) |
| | - MIN. FEE POST, PHONE, FAX, COPYING, ETC | $33.00 (inc. GST) |

* All fees & costs set out on this schedule are subject to Annual Review without notice. They do not apply to "off-plan" (i.e. construction not commenced or completed, usually base fee of $950.00 plus GST), unapproved plan of subdivision work, commercial, company and stratum title properties, fixing non-complying bodies corporate, related party transfers, preparing or dealing with any Licences, Assignments or additional documents required, "Directing Party" transfers or any other transfer where the Vendor is not yet the registered owner of the property, checking and witnessing mortgage and lending documents or other extensive unexpected attendances, etc., - add Hourly Rate of $180.00/hour plus GST. Subject to the above, all existing quotes will always be honoured.