

JAMIE WEST CONVEYANCING

FEE DISCLOSURE STATEMENT

Jamie West Conveyancing ("we") will obtain the required searches and certificates to enable the preparation of a compliant contract for the sale and purchase of land as of the date of issue ("contract"), prepare said contract in draft form, provide a copy of the contract to one agent, prepare a final sale contract, negotiate amendments, exchange contracts, answer requisitions on title, arrange a Section 47 Certificate, obtain a Section 184 Certificate (if applicable), liaise with one discharging mortgagee or caveator, arrange settlement, prepare a detailed settlement statement and deal with minor issues that may arise along the way.

We will not commence any legal work outside of the above scope unless directed by you to do. Your direction may be provided in writing, be verbal or implied by your actions.

You should consult with your accountant for advice on tax matters such as GST, land tax and/or Capital Gains Tax.

STANDARD FEES AND EXPENSES (EXCLUSIVE OF GST)

	INTERIM INVOICE	FINAL INVOICE	TOTAL COSTS
Contract Preparation Fee	\$150.00		\$150.00
Our Conveyancing Fee		\$1,225.00	\$1,225.00
<u>Estimate of Disbursements</u>			
Title Search	\$24.00		\$24.00
Dealing x 2	\$50.00		\$50.00
Standard Contract Pages	\$22.00		\$22.00
Section 10.7(2) Planning Certificate	\$53.00		\$53.00
Sewer Diagrams	\$62.00		\$62.00
Verification of Identity	\$9.00		\$9.00
Land Tax Clearance Certificate		\$55.00	\$55.00
Archiving (7 years)		\$30.00	\$30.00
Sundries		\$45.00	\$45.00
ESTIMATED TOTAL (HOUSE)	\$370.00	\$1,355.00	\$1,725.00 PLUS GST

PLEASE NOTE: If the property is strata titled the following additional disbursements are anticipated:

Common Property Title Search	\$24.00		\$24.00
Additional Dealing x 2	\$50.00		\$50.00
ESTIMATED TOTAL (STRATA)	\$444.00	\$1,355.00	\$1,799.00 PLUS GST

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PAYMENT TERMS

You will be required to pay the fees and all applicable disbursements (plus GST) in the following manner:

Upon preparation of a draft contract:	\$150.00 plus GST plus any searches and disbursements
At settlement:	Balance of our fees plus any searches and disbursements

If the property is sold but not completed, you will be required to pay that proportion of the fee appropriate to the work completed plus any disbursements already incurred at that time.

The Vendor, in accordance with Part 3 of the Conveyancers Licensing Act 2003, is not required to pay any fees or disbursements until after receipt of a statement of account.

The Vendor, in accordance with Part 4 of the Conveyancers Licensing Act 2003, may apply to the NSW Civil and Administrative Tribunal (NCAT), upon receipt of a statement of account, for an assessment of all or part of the account rendered.

POSSIBLE ADDITIONAL FEES AND/OR DISBURSEMENTS (EXCLUSIVE OF GST)

The fees and disbursements shown on page 1 include all conveyancing work and searches that are required to complete a standard conveyancing transaction. This often involves the resolution of minor issues in the process. There are sometimes negotiations or disputes that arise which may require additional attention that is outside the scope of the standard conveyancing process. There may also be specialist or additional work required due to the nature of a non-standard transaction. Additional fees and/or disbursements may apply in these circumstances as provided for below:

NON-STANDARD TRANSACTIONS

Company Title	\$900.00
Rural (land size that exceeds 2.5 hectares)	\$200.00
Commercial	\$200.00
Vendor acting as Trustee	\$150.00

OTHER

Specialised legal work outside of standard scope (per hour)	\$200.00
Arranging for a land tax clearance	\$100.00
Recalculating settlement figures and rearranging settlement upon the failure of same (re-imbursed by the purchaser should they cause the delay)	\$200.00
Issuing a notice to complete	\$300.00
Rescission and re-exchange of contracts	\$500.00

DISBURSEMENTS

Additional title searches	\$24.00 each
Additional dealings	\$25.00 each
Additional printing costs if your contract requires printing and is in excess of 200 pages	\$0.25 per extra page

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MANDATORY SETTLEMENT FEE

Additionally, a PEXA Exchange fee of \$117.92 is payable by you for an electronic settlement. If your sale is not able to be settled electronically (it is mandatory for 99% of transactions to be), a fee of \$150.00 plus GST will be payable by you for settlement attendance.

WARNING AS TO INCREASE IN FRAUDULENT ONLINE & ELECTRONIC ACTIVITY:

Due to increased activity involving fraudulent requests to transfer funds, we advise you NOT TO ACT on any communication from our office, electronic or otherwise, requesting that you transfer or deposit funds without first calling us on 02 8283 3710 to verify the request and details by telephone.

ASSUMPTIONS

The fees and disbursements noted within this Fee Disclosure Statement are provided on the basis of us making some reasonable assumptions including, but not limited to:

- The property being zoned and used for residential purposes only;
- The property being located within the Sydney Water network;
- The entire property comprising of a single lot in a plan;
- The settlement to take place electronically using the PEXA platform (mandatory in 99% of instances); and
- The Title not having more than two dealings registered on it, including the plan (or four dealings if the property is strata titled, including the strata plan). If there are additional dealings, an additional search cost of \$25.00 plus GST per additional dealing will be applicable.

ACCEPTANCE OF FEE DISCLOSURE STATEMENT

This Fee Disclosure Statement, the fees and disbursements contained within and the payment terms shall be deemed to be accepted by you if you continue to provide us with instructions to proceed to act for you. This shall include, but is not limited to, instructions that may be provided in writing by email, text, letter or otherwise, or by verbal or implied communication including by completing our online instructions or by providing us with a copy of a previous contract for the sale and purchase of land.

ANY QUESTIONS?

If you have any questions in relation to our Fee Disclosure Statement, the process or otherwise then please do not hesitate to contact us on 02 8283 3710.

NEXT STEPS

To enable us to commence preparations of your contract for sale, we will require you to complete our online instruction questionnaire in order to provide us with all the information we will need to compile same. Once we receive your online questionnaire, we will commence preparations and provide a draft contract by close of business on the following business day. To access our online instruction questionnaire, please click on the "COMPLETE ONLINE INSTRUCTIONS" button on the webpage.