

# Breakas Beach Resort

## Checklist for Signing the Contract

### 1 Contract Details – Page 1

Item 2	Complete all buyers details including details of their solicitors.
Item 3	Insert the lot number being purchased.
Item 8	If the Buyer is a company the names of directors or shareholders <b>MUST</b> be inserted together with their residential address.

### 2 Contract Signing Page – Page 16

Seller	Persons Authorised by the Seller to sign at place indicated.
Buyer	Buyer to sign at the place indicated. If signed under Power of Attorney a copy of the Power of Attorney must be produced.
Stakeholder	The contract will be forwarded to the Stakeholder for signing after payment of the deposit.
Guarantors	All Guarantors must personally sign at the place indicated.

Note Witness can be anyone. Does not need to be a Commissioner for Oaths, Notary Public or Solicitor

### 3 Copy of Strata Plan

Lot	The Lot being purchased should be highlighted or hatched and the Buyer should place his initials adjacent to the Lot on the Plan.
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### 4 Acknowledgement of Receipt of Disclosure Statement. (last page of contract)

Details	The Details should be completed.
Buyer	The buyer should sign at the place indicated.

## Checklist for Disclosure Statement

### 5 Details – Page 1

Details	The Details should be completed.
Buyer	The buyer should sign at the place indicated.

### 6 Copy of Strata Plan

Lot	The Lot being purchased should be highlighted or hatched and the Buyer should place his initials adjacent to the Lot on the Plan.
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## Checklist for Bonus Agreement

### 7 Signing Page – Page 4

Seller	Person Authorised by the Seller to sign in presence of Witness.
Buyer	To sign at place indicated in the presence of Witness.

Note Witness can be anyone. Does not need to be a Commissioner for Oaths, Notary Public or Solicitor

## Checklist for Deposit

### 8 Initial Deposit Credit Card Authority - \$500.00 per lot

Buyer	Must complete all details and fax or scan and email to <b>mail@herdlaw.com.au</b>
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### 9 Balance Deposit Direct Deposit or Telegraphic Transfer

Buyer	The Deposit is to be paid in Australia to the Commonwealth bank account of Herdlaw Solicitors. The Buyer must complete all details and fax or scan and email to <b>mail@herdlaw.com.au</b>
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