

## 35 ON MAIN BODY CORPORATE ANNUAL GENERAL MEETING NOTICE

Date	9 December 2021
Time	17:30
Venue	<a href="https://us02web.zoom.us/j/84281691236?pwd=SGNiSDkvcFJoWG9VMzdJWmo5VHk0QT09">https://us02web.zoom.us/j/84281691236?pwd=SGNiSDkvcFJoWG9VMzdJWmo5VHk0QT09</a>

Included with this notice is the following documentation:

- Agenda
- Important Note
- Proxy Form

***If you are unable to attend the AGM please complete the proxy form and return to us.***

- Trustee Nomination

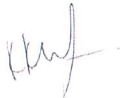
***All Trustee Nominations are to reach the office of the Managing agent no later than 48 hours before the scheduled time of the meeting.***

- Minutes of the previous year's AGM
- Trustees Report
- Insurance Schedule
- Budgets

***Please note that all financial queries are to reach the office of the Managing agent no later than 48 hours before the scheduled time of the meeting.***

- Financial Statements

Dated 25 November for and on behalf of the Board of Trustees:



Katrien Kerkhof

PORTFOLIO MANAGER: 35 ON MAIN BODY CORPORATE

## AGENDA

NOTICE IS HEREBY GIVEN OF THE VIRTUAL **ANNUAL GENERAL MEETING** TO BE HELD ON 9 DECEMBER 2021, 17:30, ZOOM.

### Opening of Meeting

- Confirmation/Election of Chairperson
- Confirmation of Proxies
- Confirmation of Quorum
- Recording of Apologies
- Presentation of Proof of Notice of the meeting
- Approve the Agenda for the meeting
- Distribution of Voting slips

### Minutes of the previous meeting

- To approve the Minutes of the Inaugural General Meeting held on 18 July 2019.
- Unresolved issues from the previous General Meeting.

To receive the Report of the Trustees for the period from the previous General Meeting to date.

### Insurance

- To approve with or without amendment, the Schedule of Replacement Values
- To determine the extent of the insurance cover by the Body Corporate in respect of Public Liability Cover, Loss of Income (Fidelity Fund Cover) and any additional insurable interest the members have approved by Special Resolution.

To approve the budgets for the Administrative and Reserve Funds for the period 1 October 2021 - 30 September 2022

Approval of Residential 10 year maintenance plan and the cost for renewal thereof for the ensuing year.

To consider the Audited Financial Statements of the Body Corporate for the year ended September 2020

- To note the opinion of the auditor in terms of their report included in the financial statements
- To confirm any amendment, substitution, addition, or repeal of the rules

- To appoint Auditors for the ensuing Financial Year To determine the number of Trustees for the ensuing year
- Election of Trustees for the ensuing year.
- Giving of Directions or Imposing of Restrictions referred to in Section 7(1) of the Act
- Confirmation of the Domicilium Citandi et Executandi of the Body Corporate
- General
- Closure

A member is entitled to attend and vote at the meeting and is also entitled to appoint a proxy to stand, vote and speak in his stead. A proxy form is attached hereto and must be lodged with the managing agents. Should you wish to nominate a trustee, a nomination form is attached hereto and should be lodged with the managing agent.

## PLEASE NOTE

### 1. Proxies

A member may be represented in person or by proxy at a general meeting: Provided that a person must not act as a proxy for more than two members of the Body Corporate.

If the property is registered in the name of a CC or Trust, then a special resolution is required from the CC or Trust appointing their representative/proxy. When two or more persons are entitled to exercise one vote jointly, that vote shall be exercised by one pre nominated person only.

A member's appointment of a proxy and the proxies' acceptance of the mandate must be in the prescribed format and must be delivered to the Body Corporate 48 hours before the time of the meeting or handed to the Chairperson before or at the start of the meeting.

### 2. Quorum

A quorum for a general meeting for a scheme with less than 4 primary sections or less than four members is two thirds of the total votes of members in value and who are entitled to vote. A quorum for any other scheme is members holding one third of the total votes of members in value and who are entitled to vote.

### 3. Voting

Except in cases where a special resolution or unanimous resolution is required, a motion must be adopted by resolution of the majority of the votes, calculated in value of the members present and voting.

**An owner shall not be entitled to vote or form part of the quorum at any general meeting if:-**

- {a} a member fails or refuses to pay the body corporate an amount due by that member after a court or adjudicator has given a judgment or order for payment of that amount; **or**
- {b} a member persists in breach of any of the conduct rules, i.e. after a court or adjudicator has ordered that the member refrain from breaching such rule.

### 4. Trustee nominations

Nominations by members for the election of Trustees at any annual general meeting shall be given in writing, accompanied by the written consent of the person nominated, so as to be received at the domicile of the body corporate not later than 48 hours before the meeting. If an insufficient number of nominations are received, further nominations may be called for with the consent of the persons nominated.

## PROXY FORM

### Note

In terms of section 6(5) of the Sectional Titles Schemes Management Act 2011 a member must be represented in person or by proxy at meetings of the Body Corporate and a person may not act as a proxy for more than two members of the body corporate.

A proxy need not be a member of the Body Corporate. Proxy Forms to be valid, should be returned 48 hours before the date of the Meeting to: Katrien Kerkhof at katrienk@fmspropertymanager.co.za

Proxies can also be handed to the Chairman before or at the start of the meeting.

#### Scheme Details:

Name of Scheme: 35 On Main Body Corporate  
SS Number/Year: SS188/2018

To: The Body Corporate

I/we the undersigned owner(s) and member(s) give notice to the body corporate of the above scheme that I/we appoint a proxy to speak and vote at the general meetings (including adjournments) and on the terms set out below. **This proxy is given with the power of substitution.**

Members

name(s) \_\_\_\_\_

Section

numbers: \_\_\_\_\_

Proxy

Name: \_\_\_\_\_

This appointment applies to: (tick one of the following and complete as necessary)

- The general meeting to be held on 9 December 2021 as well as any convened meeting thereof
- All General meetings held before \_\_\_\_\_
- All general meetings until and including the body corporate's next annual general meeting.

Specific Conditions or instructions to proxy: (if left blank, the appointment is unconditional)

Signature(s) of the members giving mandate : \_\_\_\_\_ Date : \_\_\_\_\_

Signature of the person accepting the mandate : \_\_\_\_\_ Date : \_\_\_\_\_

## RESOLUTION OF TRUST FOR A TRUST / CC / COMPANY

NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

### RESOLVED THAT:-

\_\_\_\_\_ in his/her capacity  
as a

Trustee/Member/Director of the said Trust/Pty/CC be and is hereby authorised to attend meetings,

vote at these meetings and sign any and all documents which may be necessary or requisite in

relation to this Resolution on behalf of the Trust/CC/Pty.

### SIGNED BY THE TRUSTEES / MEMBERS /

DIRECTORS AT \_\_\_\_\_ ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please confirm your Domicilium Address: Postal or Email:**

\_\_\_\_\_  
\_\_\_\_\_

## TRUSTEE NOMINATION FORM

I, the undersigned, \_\_\_\_\_ (Full Names)

of (Section No.) \_\_\_\_\_ of 35 On Main Body Corporate hereby nominate

\_\_\_\_\_ (Full Names)

For election of the Board of Trustees of 35 On MainBody Corporate at the Annual General Meeting of 35 On Main Body Corporate to be held on 9 December 2021 via ZOOM

\_\_\_\_\_  
MEMBER

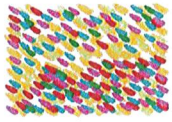
I, the undersigned, \_\_\_\_\_ (Full Names)

Accept the nomination proposed above.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NOMINEE

Nominations for the position of Trustee should be received forty-eight (48) hours prior to the starting time of the Annual General Meeting at the Domicilium of the Body Corporate.



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*Superior* Property Management

Tel: (021) 815 5700 | Fax: 086 511 0120  
Email: [info@faircape.co.za](mailto:info@faircape.co.za)  
[www.fms.co.za](http://www.fms.co.za)  
6th Floor, The Terraces, 25 Protea Road,  
Claremont, 7708  
PO Box 13214, Mowbray 7705

## 35 ON MAIN BODY CORPORATE

MINUTES OF THE INAUGURAL GENERAL MEETING HELD ON THURSDAY, 18 JULY 2019  
AT 17H30 AT THE OFFICES OF FAIRCAPE MANAGEMENT SERVICES, 6<sup>TH</sup> FLOOR, THE  
TERRACES, 25 PROTEA ROAD, CLAREMONT

### 1. 1. Confirmation of Chairperson for the meeting

J Badenhorst welcomed everyone present and noted that he will be the portfolio manager for 35 On Main. Notice had been circulated to all owners and a quorum is present, the meeting was declared duly constituted and opened.

J Badenhorst was elected to Chair the meeting with no objections from the members present.

### 1.2. Proxies

Tristan David ifo Terri Jabaar (Section 404)  
Allie Mohamed ifo Yoemna Khatib (Section 303)  
35 On Main (Pty) Ltd ifo Hugh Anthony Wormald  
Shaun Phillips ifo Simon Wormald (Unit 301)

### 1.3. Confirmation of Quorum

45,44% in PQ value present in person or by proxy.

### 1.4. Apologies

Jacob Lund (Section 501 and 502)  
Trompie Barnard (Section 406)

### 1.5. Presentation of proof of notice of the meeting

Due notice was given and the members confirmed receipt of the notice.

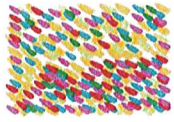
### 1.6. Approval of the agenda

The Agenda for the meeting was approved.

### 1.7. Distribution of voting slips

As there were no items to be voted on, no voting slips were required.





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### 2.1. Approval of insurance cover and replacement values

J Badenhorst advised the members that the current insurance policy is with CIA and that the brokers are African Street Brokers t/a McCallum Brokers. The building is insured for R 92 000 000,00.

The members present approved the insurance cover on the building.

J Badenhorst advised the members present that should an owner wish to increase the insurance cover on their unit, they are to inform the Managing Agent in writing. The additional premium would be for the individual owners account. Members must insure their own household content with their own insurer. As per the Sectional Titles Schemes Management Act 8 of 2011 changes the Body Corporate must be revalued every 3 years by an independent insurance valuer.

J Badenhorst advised that the policy expires at the end of March 2020. Faircape Management Services (FMS) will submit quotes to the trustees to approve the renewal of the insurance policy closer to the time.

### 2.1. Determination of extend of insurance cover

#### Fidelity cover

J Badenhorst also advised the members present that as per the Sectional Titles Schemes Management Act 8 of 2011 changes, all Sectional Title Schemes are now required to have Fidelity cover.

The current cover is R50 000.00, as there is no reserve fund yet.

#### Trustees indemnity cover

The current trustees indemnity cover is R5 000 000.00.

#### Employers liability cover

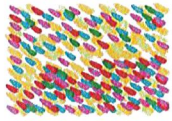
The current liability cover is R5 000 000.00.

Members present approved the insurance policy, subject to revision and confirmation of equipment cover for the generator and heat-pump.

### 3. Approval of the budgets for the Administrative and Reserve funds

J Badenhorst advised the members present that the proposed budget has been included in the AGM notice pack.

The levies will be raised with effect from 1 June 2019 when the first units were registered.



J Badenhorst took the members through the budget by line item.

J Badenhorst advised that members about the CSOS (Community Schemes Ombudsman Services) levies. There is a formula used to calculate the owners levy contribution.

If a levy is less than R500.00, then there is not CSOS levy incurred. If a levy exceeds R500.00 the formula is:-

Levy – less R500.00 x 2%

The CSOS levy is capped at R40 per unit. Members will see this CSOS levy reflected separately on their levy statements. It is compulsory for all community schemes. It will reflect separately as it is a “per unit” charge and not a charge based on participation quotas.

#### Interest on arrear levies resolution

J Badenhorst informed the members that the trustees take and sign a trustee’s resolution resolving that members be charged interest on arrear levies in terms of the Sectional Title Schemed Management Act. The interest applied on arrear levies was set by the trustees at the publicly quotes prime rate plus 2. This was taken and signed at the AGM.

#### Arrear levies collection resolution

J Badenhorst informed the members that the trustees also take and sign a trustee’s resolution approving the arrears levy collection process. This was taken and signed at the AGM.

Members are reminded that they are liable for their own rates. Members must contact the City of Cape Town directly for their rates account.

The members present approved the budget.

#### 4. Determination of the Body Corporate year end

The members present resolved to set the Body Corporate year end as **September**.

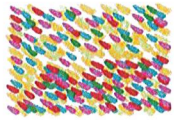
#### 5. Appointment of Auditors

J Badenhorst presented the quotation received from GD Maris & Company in the amount of R6 250,00 (excluding VAT).

The members present directed the trustees to appoint the auditor for the ensuing financial year.

#### 6. Determination of the number of trustees

The members resolved that 3 trustees be appointed for the ensuing year.



## 7. Election of Trustees

The following trustees were tabled and approved:

- Ken Clark
- Hugh Anthony Wolmald
- Marcell Bester

Members are entitled to attend trustees meeting but they may not vote on any matters.

## 8. Determination of restrictions or directions to be imposed in terms of Section 7(1) of the Act

It was agreed that a R50 000,00 limit be imposed on the trustees for any unbudgeted item.

## 9. Confirmation of Domicillium

The domicilium citandi et executandi of the Body Corporate was approved as the offices of Faircape Management Services, 6<sup>th</sup> Floor, The Terraces, 25 Protea Road, Claremont.

## 10. Confirmation of Section 2(8) of the Sectional Title Schemes Management Act

### Sectional Title Plan

J Badenhorst confirmed that FMS have the Sectional Title Plans as registered at the Deeds Office on file.

J Badenhorst also confirmed that FMS have a copy of the Conduct Rules that the Developer lodged with CSOS. J Badenhorst will distribute a copy of the Conduct Rules to the members with the minutes of the Inaugural General Meeting. The onus is on members to ensure that their tenants receive these and that they adhere to these.

J Badenhorst also advised the members that Conduct Rules cannot be changed unless any Conduct Rule change(s) are proposed, tabled and approved by way of Special Resolution at a Body Corporate General meeting. To pass a special resolution, 30 days notice of the meeting must be given to the registered owners, a quorum must be present and 75% of the members present at such a meeting must be in favour of the proposed Conduct Rule changes. The amended Conduct Rules must then be lodged with CSOS for approval before they are deemed in effect.



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J Badenhorst also advised that part of the documentation to be lodged with CSOS are the trustees details, i.e. telephone number, email address, ID numbers etc. J Badenhorst advised the members that FMS do not give out personal information. However, this information would be available from CSOS and this is not within the Managing Agents control. There is a conflict of interest as the POPI Act has not been promulgated yet. J Cohen made it clear that FMS do not give out member's personal information.

J Badenhorst explained the process to follow in terms of lodging disputes with CSOS. Members are required to use internal processes to remedy disputes. Only if these fail, should an owner seek dispute resolution relief from CSOS.

#### Conduct Rules

If residents are contravening the Conduct Rules, these infringements must be reported to FMS with the supporting proof i.e. date of incident, details of the incident and where possible residents to include photos etc. The more information the better. Some complaints are disputed and it is very difficult to prove contravention of the rules without supporting proof. Letters all follow the same format to retain anonymity.

Members reported that the hanging of washing on balconies should not be allowed. It was noted that some units currently houses pets.

The current conduct rules in respect of pets states the following:

#### *Keeping of animals, reptiles and birds*

*1.(1) The owner or occupier of a section must not, without the trustees' written consent, which must not be unreasonably withheld, keep an animal, reptile or bird in a section or on common property.*

A copy of the Conduct Rules will be circulated with the AGM Minutes.

J Badenhorst noted that any outstanding information as required by legislation will be obtained from the developer.

#### Building plans showing location of pipes, wires, cables and ducts

J Badenhorst confirmed receipt of the plans from the developer.

#### Rates Clearance Certificate

J Badenhorst awaiting certificate from developer.



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#### Right to extend

J Badenhorst confirmed that there is no right to extended registered.

#### Expenditure of accounts

J Badenhorst informed the members that the Developer has made various payments on behalf of the Body Corporate since registration. The Developer must compile a list of these expenses with proof of payment to be refunded by the Body Corporate. The expenditure will be submitted to the trustees for approval.

#### Contracts entered into by the developer on behalf of the Body Corporate

Securitas

Faircape Management Services

EcoClean

#### 11. AlrBnB

It was noted that a formal process will be implemented by the trustees, in respect of short-term letting, to ensure proper management and effective security.

#### Scope:

- Security should limit duration of stay / access capabilities of visitors
- Completion of an access form
- It was recorded that it is not security's responsibility to take ownership of keys.

#### 12. General

##### Portfolio Manager and FMS contact information

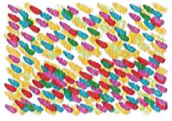
J Badenhorst is the portfolio manager and can be contacted at [janb@faircape.co.za](mailto:janb@faircape.co.za).

General queries e.g. requests for copies of the Conduct Rules, Body Corporate insurance policy, plans, etc can be lodged with [moniquep@faircape.co.za](mailto:moniquep@faircape.co.za)

Insurance claims can be lodged with Nicole Hawyn at [insurance@faircape.co.za](mailto:insurance@faircape.co.za).

Levy queries can be lodged with Wedaad Cornelius at [wedaadc@faircape.co.za](mailto:wedaadc@faircape.co.za).

The FMS office landline number is 021 815 5850.



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Residents must report common property issues to FMS to J Badenhorst. Members are responsible to repair and maintain their own sections. The Body Corporate / Trustees and Managing Agents are only responsible for the common property. Any problems with the common property that are logged with J Badenhorst will be communicated to the trustees. FMS has a service department, who will log these matters with the contractors vetted on their preferred supplier list. Quotes will then be sent to the trustees for their approval. Expenses incurred without the trustee's prior approval will not be entertained if due process is not followed. If the trustees find that a problem is an owner cost, that owner will be notified by FMS.

#### ClientZone – Online

FMS have launched ClientZone. J Badenhorst will send out the information the members in due course. All of the Body Corporate documents will be placed onto ClientZone for ease of access to members. Notices, Newsroom, Minutes of meetings, the Sectional Title plans, Conduct Rules, Insurance policy, Monthly management accounts (these are sent to the trustees every month), annual Audited Financial Statements etc can all be accessed on ClientZone. Members will be able to also view their monthly levy statements on ClientZone. Members will receive their username and password from FMS.

#### Building manager / Caretaker – for consideration by the trustees

J Badenhorst advised the members that provision has been made to employ a part-time caretaker of building manager to assist with tasks.

#### Developer issues

J Badenhorst also advised the members that members and trustees should report all common property and individual snag items so that the Developer can address these asap. This should be done within the 30 days. The owners need to report their internal snag items to the Developer directly.

It was noted that items have been reported to the developer, which is currently being addressed. The sunken paving near the entrance area is being attended to. Dull tiles in the reception area will also be replaced, and the issue in respect of remote signals will be addressed with a better aerial signal.

#### Warranties / Guarantees

J Badenhorst will request a list of warranties and guarantees on the communal equipment / building. Owners will be required to obtain these on any internal items.



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Keys

Keys for common property has been placed in a lock box on site.

13. Adjournment / Closure

There being no further business to discuss the meeting closed at 19H10.

CHAIRMAN

DATE

INSURANCE SUMMARY - 35 ON MAIN - NOVEMBER 2021	
A	B
CALCULATION/NOTES	Insured amount 2021/2022
RESIDENTIAL	R112,931,712.00
COMMERCIAL	R5,072,029.00
Total as per PQ Schedule	R118,003,741.00
Valuation Information	
1. Valuation Date	23 July 2021
Valuation Amount as at 23 July 2021	R120,542,328.00
Valuation increased by inflation (4.5%) - 2022	R125,966,732.76
2. Current Insurance Policy	R118,003,741.00



Date: 16/02/2020

MCCALLUM BROKERS CC (AFRICAN STREET BROKERS T/AS)  
P O BOX 454  
GRAHAMSTOWN  
6140  
By e-mail minnette@mccallum.co.za

**Policy No: CIA 091-337**  
**Insured: 35 ON MAIN BODY CORPORATE**

**Dear 35 ON MAIN BODY CORPORATE**

**RENEWAL - COMMUNITY LIVING POLICY - CASH AGENT**

We have great pleasure in attaching the policy renewal documentation along with our policy wording and Key Information Document (KID). This document contains summarised information of the significant benefits and features of the policy.

- Cover provided for by the policy is on a Broadform Assets ALL RISKS basis as opposed to traditional defined events / insured perils basis policies.
- The wording is in a simple, plain language format - no complicated insurance jargon!
- Some words with special meanings are defined in the policy and are shown in **bold italic**. Please refer to the policy wording for the definitions.
- **All exclusions are clearly shown in red.**

Please carefully read the documentation in conjunction with the renewal schedule to make sure the details are correct and let us know if any changes are necessary.

**We also draw your attention to the following:**

- Your Sum insured has been increased to R107276,127.00 to cater for inflationary increases in building costs. This is an optional increase and it is **recommended that a professional valuation be obtained to ensure it is adequate.**
- Your premium has been adjusted to R6,740.39 taking account of the above inflationary increase as well as your 3-year claims history.
- Section B – Geysers - Your standard geyser limits have been increased with R1 000 at a nominal additional premium to make provision for potential increased geyser costs due to new regulations. **This is an optional increase and can be removed if this cover is not required.**
- **A Renewal comparison highlighting the renewal changes is included in the attached documents.**

- You must immediately notify us if there is any change of occupation or if there is any material change in the risk.
- Any warranties, memoranda or survey requirements noted on the schedule must be strictly adhered to.
- Premiums must be paid promptly to ensure uninterrupted cover.
- **Motor Section (if applicable)** The onus rests on you to ensure that the vehicles are insured for the reasonable retail value which can be determined by consulting the Auto Dealers guide.

#### **FIDELITY & COMPUTER CRIME (if applicable)**

- The onus rests on you to amend and update the Fidelity Guarantee sum insured as required by the Sectional Titles Schemes Management Act, 2011 and the Community Schemes Ombudsman Service Act, 2011. Any change which may materially alter any of the facts or circumstances that existed at the commencement of the policy, in particular any changes that increase the risk of loss or the likelihood of losses, as well as any circumstances which may lead to a claim must be declared before the renewal date of this policy. We refer you to the terms and conditions of the policy.

#### **Any additional changes to the terms, conditions, excesses or rating are noted below:**

- We have noted a significant increase in cyber fraud across the market, resulting in a surge in the number of claims being paid out under our Fidelity and Computer Crime Policy. This has necessitated a review of our rates and an increase in premium to ensure the cover we offer remains sustainable. Please note we also have introduced a new minimum monthly premium of R150.
- We have also revised our proposal form and introduced changes to our wording to ensure that sound financial controls are in place, particularly with regards to internet banking.
- Attached is the **amended Fidelity and Computer Crime Policy wording**. For ease of reference we attach a summary of changes document that highlights the said changes
- The attached proposal form must be completed and returned to us within 31 days following the renewal date. **Should this form not be returned to us within the required period the definition of the insurable person will be amended to exclude cover for managing agents or contractors, employees or other persons acting on behalf of or under the directions of the managing agent with effect from renewal date.**
- **The renewal premium may change depending on the outcome of the completed proposal received with effect from renewal date.**
- If the managing agent is not registered with the EAAB or any other professional body or if the Body Corporate is self managed, the attached credit check consent form must be completed and returned to us with the required proposal form. The consent form must be completed by all persons handling the funds of the scheme.
- Refer to specific warranty on the attached policy - Any change of managing agent must be reported to us immediately.

We invite you to subscribe to our regular newsletters if you have not already done so as they provide very useful and interesting information. All our previous newsletters can be found on our website and you are welcome to download these. Please let us know if there is a specific subject you would like to hear about.

Monthly premiums will be collected by debit order on 1st of each month or nearest working day.

Annual premiums are payable into the following account:

- Account holder: **Compass Insurance Company Limited**
- Bank: **RMB**
- Branch Code: **255005**
- Account No.: **624 882 004 12**

To ensure prompt allocation of premiums kindly advise Amanda de Bruyn on [amandadb@cia.co.za](mailto:amandadb@cia.co.za) once the premium has been deposited.

Your continued support is genuinely appreciated and if you have any queries whatsoever, please feel free to contact us.

Yours faithfully



**MARNA CORREIA**  
**NATIONAL UNDERWRITING MANAGER**  
[marna@cia.co.za](mailto:marna@cia.co.za)

Policy No:

CIA 091-337

35 ON MAIN BODY CORPORATE

**Renewal Comparison**  
Effective from: 1/04/2020

**Community Living Insurance Policy**

Details	Sum Insured		Rate		Premium	
	Current	Proposed	Current	Proposed	Current	Proposed
Current	Proposed					
>>>Building: 1: 35 MAIN ROAD, GREENPOINT, 8770 [1/04/2020]	93,331,993	102,665,192	0.062646	0.062643	4,872.37	5,359.37
>>>Building: 35 MAIN ROAD, GREENPOINT, 8770 [1/04/2020]	4,191,759	4,610,935	0.189286	0.189278	661.20	727.29
>>>Theft of exterior fixtures and fittings / Theft without forcible and violent entry [1/04/2020]	15,000	15,000				
Section A - Buildings and Contents Excess: Theft without forcible and violent entry: - 10% of the claim minimum R1,000						
Increased Geyser Limits [1/04/2020]						99.04
- Up to 100 litre [1/04/2020]	6,400	7,400				
- 150 litre [1/04/2020]	6,700	7,700				
- 200 litre [1/04/2020]	8,600	9,600				
- 250 to 300 litre [1/04/2020]	11,700	12,700				
Section C - Liability: Claims Occurrence basis [1/04/2020]	50,000,000	50,000,000	0.000605	0.000605	25.21	25.21
Section D - Trustees / Directors Indemnity: Claims Made basis [1/04/2020]	5,000,000	10,000,000				
Section E - Employers Liability: Claims Made basis [1/04/2020]	5,000,000	10,000,000				
<b>Section Total</b>					5,558.78	6,210.91
<b>Insurer Risk Premium</b>					5,558.78	6,210.91

## POLICY SCHEDULE

Company: **COMPASS INSURANCE COMPANY LIMITED, REG NO 1994/003010/06, FSP NO 12148**

Administrators: COMMERCIAL AND INDUSTRIAL ACCEPTANCES (PTY) LTD

**Policy No: CIA 091-337**

Office: 5 PORT ELIZABETH

Broker: 01192 MCCALLUM BROKERS CC (AFRICAN STREET BROKERS T/AS)  
FSP Licence No: 7968

The Insured: **35 ON MAIN BODY CORPORATE**

Postal Address: 35 MAIN ROAD  
GREEN POINT  
CAPE TOWN  
8005

Territorial Limits: All premises as stated in each section owned or occupied or used by the insured for the purposes of the Business, all situated in the Republic of South Africa.

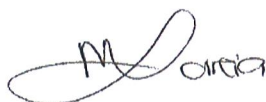
The Business: Sectional Title / Body Corporate

Policy Inception Date: 8/04/2019

Period of Insurance: (a) From 1/04/2020 to 31/03/2021 (both dates inclusive).  
(b) This policy is renewable on a MONTHLY basis and the premium is payable by monthly debit order.

Anniversary Date: 1/04/2021

**SIGNED at PORT ELIZABETH on 16 February 2020.**



On behalf of the Company .....

### Commercial and Industrial Acceptances (Pty) Ltd

33 PICKERING STREET, NEWTON PARK, 6055  
Tel No: 0861 242 333 Fax No: 0862 922 006 e-mail: donne@cia.co.za  
Reg No: 2000/019340/07 VAT No: 4540194349 FSP No: 13890

# PREMIUM SUMMARY

Policy No: **CIA 091-337**  
Insured: 35 ON MAIN BODY CORPORATE

Policy Sections In Force	Additional Premium	Monthly/Renewal Premium	Refund Premium
Community Living Insurance Policy	0.00	6,210.91	0.00
<b>Insurer Risk Premium</b>	0.00	6,210.91	0.00
(VAT included in premium)	0.00	810.12	0.00
<b>Fees</b>			
Broker Fee	0.00	0.00	0.00
(VAT included in fees)	0.00	0.00	0.00
<b>SASRIA</b>	0.00	529.48	0.00
(VAT included in SASRIA)	0.00	69.06	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>6,740.39</b>	<b>0.00</b>

## Endorsement Details

RENEWAL 2020/2021

## Banking Details used for your Debit Order

Bank: FIRST NATIONAL  
Branch: 250655 UNIVERSAL  
Account: \*\*\*\*\*3400 Current Account  
Acc Holder: 35 ON MAIN BODY CORPORATE  
Date of Debit: 1st

(1) In terms of a ruling issued by SARS, this document together with proof of payment of premium constitutes an alternative to a tax invoice, debit note or credit note as contemplated in sections 20(7) and 21(5) of the VAT Act respectively.

COMPASS INSURANCE COMPANY LIMITED, REG NO 1994/003010/06, FSP NO 12148, Reg No: 1994/003010/06, VAT No: 4150143289. P.O. Box 37226, Birnam Park, Johannesburg, 2015  
COMMERCIAL AND INDUSTRIAL ACCEPTANCES (PTY) LTD, VAT No: 4540194349.  
MCCALLUM BROKERS CC (AFRICAN STREET BROKERS T/AS), VAT No: 490325192.

(2) All sums insured and premiums are inclusive of VAT at 15%. Excess is not subject to VAT.

(3) This policy schedule must be read in conjunction with the full policy wording which contains information about cover, conditions, warranties and exceptions.

- At first issue of this policy (or any section thereof) please check to ensure that all pages of all included sections are contained in this document. If you did not receive a copy of the policy wording due to an administrative error, please contact your broker to rectify the error.
- At renewal or revision, policy wordings will not be re-issued. This schedule will be updated and re-issued as necessary together with any section schedule, which may have changes.
- Wherever endorsements appear on any schedule page these shall be subject otherwise to the Terms, Exceptions and Conditions of the Policy.

**Community Living Insurance Policy**

End Details	Sum Insured / Limit of Indemnity	Premium
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**SECTION A - BUILDINGS AND CONTENTS**

The cover provided by this section is on an All Risks basis, including Subsidence and Landslide.  
Refer to the policy wording for Terms, Conditions and Exclusions.

**Residential Sections**

<sup>999</sup>	Building		
<sup>999</sup>	1 35 MAIN ROAD, GREENPOINT, 8770	R102,665,192	R5,359.37
	Roof Construction: Standard - Wall Construction: Standard		
	No of Units: 32		
1	Contents	R100,000	
1	Tenants Fixtures and Fittings	R NIL	
1	Specified Items		

**Commercial Sections**

<sup>999</sup>	Building		
<sup>999</sup>	35 MAIN ROAD, GREENPOINT, 8770	R4,610,935	R727.29
	Roof Construction: Standard - Wall Construction: Standard		
	Occupied As: RESTAURANT		
	No of Units: 1		
1	Contents	R100,000	
1	Tenants Fixtures and Fittings	R NIL	
1	Specified Items		

**Extra Cover following Damage**

1	Arson, theft, vandalism or malicious damage reward	R10,000
1	Emergency accommodation : up to R 1,000 per day per unit for a maximum of 7 days	R7,000
	Escalation current insurance period	10%
	Escalation further reinstatement period	10%
1	Generator hire	R15,000
1	Home modifications following disability	R20,000
1	Landscaped gardens	R10,000
	Loss of rent , removal costs & alternative accommodation	30%
1	Removal and storage costs of undamaged household contents	R5,000
1	Meeting room hire	R2,500
1	Pets	R2,500
1	Removal of trees	R5,000
1	Restoration of records	R5,000
1	Security guards	R7,500
1	Water removal & dehumidifying - without our consent	R5,000

**Extra Cover**

1	Building materials awaiting installation	R15,000
1	Fidelity guarantee	R50,000
1	Intercom system sim card	R5,000
1	Loss of water	R5,000
	Medical, trauma and funeral costs	
1	Medical costs	R10,000
1	Trauma costs	R1,000
1	Funeral costs	R5,000

1	Money			R25,000
1	Replacement of locks, keys, tags & remote control access devices			R5,000
1	Title deeds			R5,000
<b>Optional Extra Cover</b>				
1	Environmental upgrade			R NIL
999	SASRIA EXTENTION: SASRIA - Imminent danger Security costs - protection of property during and after a loss			R NIL
1	SASRIA EXTENSION : SASRIA - Security Costs, Preventive Measures or Protection of Property (Prior to a loss)			R NIL
<b>Limitations to the Cover</b>				
1	Power surge			R50,000
1	Theft of exterior fixtures and fittings / Theft without forcible and violent entry			R15,000
<b>Section A Buildings and Contents - Excesses</b>				
1	Lightning damage	R2,000		
1	Storm, wind, water, hail and snow	R1,000		
1	Water damage to laminated and wooden floors	10% of Claim minimum R2,500 cumulative to all other excesses		
1	Power surge	10% of the claim minimum R2,000		
1	Subsidence and Landslide	1% of the sum insured minimum R1,000		
1	Theft of exterior fixtures and fittings / Theft without forcible and violent entry	10% of the claim minimum R1,000		
1	Basic / All other claims	R1,000		
<b>SECTION B - GEYSERS</b>				
	Replacement			
999	Increased Geyser Limits		<b>Yes</b>	R99.04
1	- Up to 100 litre			R7,400
1	- 150 litre			R7,700
1	- 200 litre			R9,600
1	- 250 to 300 litre			R12,700
1	Repairs			R1,000
<b>The above limits can be increased for any electrical, solar system or heat pump at an additional premium</b>				
<b>Section B Geyser - Excesses</b>				
1	Replacement	R1,500		
1	Resultant water damage following replacement	R500		
1	Repair	R250		
1	Resultant water damage following repair	R500		
1	Water damage to laminated and wooden floors	10% of Claim Minimum R2,500 cumulative to all other excesses		
<b>Extra Cover</b>				
1	Environmental upgrade			20%
<b>Optional Extra Cover</b>				
1	Geyser excess Buyback		<b>No</b>	
1	Enhanced Geyser Benefit		<b>No</b>	
<b>SECTION C - LIABILITY</b>				
1	Claims Occurrence basis			R50,000,000 R25.21
1	<b>RETROACTIVE DATE : 36 months immediately prior to either the inception date of this policy or 1 October 2016, whichever is the later date</b>			



<b>Extra Cover</b>		
1	Contingent motor cover	R2,500,000
<b>Section C Liability - Excess</b>		
1	All claims	R1,000
<b>SECTION D - TRUSTEES / DIRECTORS INDEMNITY</b>		
999	Claims Made basis	R10,000,000
1	RETROACTIVE DATE : Policy Inception Date:	
<b>Section D - Trustees / Directors Indemnity - Excess</b>		
1	All claims	R1,000
<b>SECTION E - EMPLOYERS LIABILITY</b>		
999	Claims Made basis	R10,000,000
1	RETROACTIVE DATE : Policy Inception Date:	
<b>Section E Employers Liability - Excess</b>		
1	All claims	R1,000
<b>SECTION F - MACHINERY BREAKDOWN</b>		
1	All machinery as defined in the wording	R50,000
1	Specified Items	
<b>Section F - Machinery Breakdown - Excess</b>		
1	All claims	R1,000
<b>SECTION G - PERSONAL ACCIDENT</b>		
<b>Voluntary Workers</b>		
1	Death	R50,000
1	Total and permanent disablement	R50,000
<b>Assault</b>		
1	Death	R10,000
1	Total and permanent disablement	R10,000
<b>Specified persons</b>		
<b>GENERAL</b>		
1	Claims preparation costs and fees	R50,000
<b>SASRIA COVER</b>		
This is to certify that the property insured is also insured with the South African Special Risks Insurance Association (SASRIA) against loss or damage caused by riot or similar events in accordance with the terms and conditions of their policy, copy of which is attached to the new business schedule and further copy available on request.		
<b>SANCTION LIMITATION AND EXCLUSION CLAUSE</b>		
We will not be deemed to provide cover or be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose us to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union, United Kingdom or United States of America.		

**Additional Memorandums Applicable:**

**00213      This endorsement is effective from 8/04/2019**

**WARRANTY - RESTAURANT IS OPERATED BY AND THE EQUIPMENT BELONGS TO THE BODY CORPORATE  
Applicable to Section C**

You warrant that a disclaimer board is placed in a visible location near the entry of the restaurant stating that visitors to the facility do so at their own risk.

We will not pay claims arising from, or in respect of your failure to adhere to the above.

**1    SPECIFIED ITEM - THEFT WITHOUT FORCIBLE AND VIOLENT ENTRY AND POWER SURGE LIMITATION**

The limitation in respect of theft without forcible and violent entry and power surge is hereby deleted in respect of specified items.

**1    WATERPROOF MEMBRANE EXCLUSION**

We will not pay for loss or damage to any waterproofing membrane not fully bonded to a screed or concrete surface or which has not been applied and maintained in accordance with the manufacturers specifications

**VERSION : February 2014**

**Additional Memorandums Applicable:**

<b>Memo No</b>	<b>Description</b>	<b>Effective Date</b>
00213	WARRANTY - RESTAURANT IS OPERATED BY AND THE EQUIPMENT BELONGS TO THE BODY CORPORATE Applicable to Section C	8/04/2019

**Endorsements (last 6):**

<b>End. No</b>	<b>Description</b>	<b>Effective Date</b>
00001		8/04/2019

**PARTICIPATION QUOTA SCHEDULE FOR  
35 ON MAIN BODY CORPORATE**

Sect No	Unit No	Area	PQ	Sum Insured	Premium	Add SI	Add Prem	Extra SI	Extra Prem	Desc	Total SI	Total Prem
<b>35 MAIN ROAD, GREENPOINT, 8770</b>												
101		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	Hudson & White			Mortgagee	Investec Bank		Section No:				
102		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
	Unit Owner	Z Rylands			Mortgagee	FNB		Section No:				
103		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
104		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	JF Danneberg			Mortgagee	FNB		Section No:				
105		96.00	3.8035	3,849,128	221.67	0	0.00	0	0.00		3,849,128	221.67
106		76.00	3.0111	3,047,227	175.49	0	0.00	0	0.00		3,047,227	175.49
	Unit Owner	T Singaravelloo			Mortgagee	Investec Bank Limited		Section No:				
201		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	Sanveer Hariparsad			Mortgagee	FirstRand Bank Limited		Section No:				
202		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
	Unit Owner	Rawoot			Mortgagee	Investec Bank Limited		Section No:				
203		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
204		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	KM Bester			Mortgagee	FNB		Section No:				
205		96.00	3.8035	3,849,128	221.67	3,080,872	173.37	0	0.00		6,930,000	395.04
	Unit Owner	Peninsula Trading Company Proprietary Limited			Mortgagee	Standard Bank		Section No:				
206		76.00	3.0111	3,047,227	175.49	0	0.00	0	0.00		3,047,227	175.49
301		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	SW Phillips			Mortgagee	ABSA Bank		Section No:				
302		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
	Unit Owner	AM Papageorge			Mortgagee	Investec Bank Limited		Section No:				
303		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
	Unit Owner	TZR Properties (Pty) LTD			Mortgagee	Investec Bank		Section No:				
304		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
305		96.00	3.8035	3,849,128	221.67	0	0.00	0	0.00		3,849,128	221.67
	Unit Owner	HJQ Installations CC			Mortgagee	Investec Bank Limited		Section No:				
306		45.00	1.7829	1,804,279	103.91	0	0.00	0	0.00		1,804,279	103.91
	Unit Owner	R Davies			Mortgagee	Standard Bank		Section No:				
401		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
402		39.00	1.5452	1,563,708	90.05	670,960	37.75	0	0.00		2,234,669	127.80
	Unit Owner	Hein & Johleen Trust			Mortgagee	FNB		Section No:				
403		39.00	1.5452	1,563,708	90.05	0	0.00	0	0.00		1,563,708	90.05
404		60.00	2.3772	2,405,705	138.54	0	0.00	0	0.00		2,405,705	138.54
	Unit Owner	AMANDINE BETTINA N LOBELLE			Mortgagee	SB Guarantee Company (RF) ply ltd		Section No:		SS 188/2019		
405		96.00	3.8035	3,849,128	221.67	0	0.00	0	0.00		3,849,128	221.67
406		45.00	1.7829	1,804,279	103.91	0	0.00	0	0.00		1,804,279	103.91
501		60.00	2.3772	2,405,705	138.54	2,324,295	130.79	0	0.00		4,730,000	269.33
	Unit Owner	JA Lund			Mortgagee	Standard Bank		Section No:				
502		69.00	2.7338	2,766,561	159.32	0	0.00	0	0.00		2,766,561	159.32
503		75.00	2.9715	3,007,132	173.19	0	0.00	0	0.00		3,007,132	173.19
504		96.00	3.8035	3,849,128	221.67	0	0.00	0	0.00		3,849,128	221.67

**PARTICIPATION QUOTA SCHEDULE FOR  
35 ON MAIN BODY CORPORATE**

Sect No	Unit No	Area	PQ	Sum Insured	Premium	Add SI	Add Prem	Extra SI	Extra Prem	Desc	Total SI	Total Prem
505		43.00	1.7036	1,724,089	99.30	0	0.00	0	0.00		1,724,089	99.30
601		354.00	14.0254	14,193,661	817.40	0	0.00	0	0.00		14,193,661	817.40
701		173.00	6.8542	6,936,450	399.47	0	0.00	0	0.00		6,936,450	399.47
	Unit Owner	Clark Properties (Pty) Ltd				Mortgagee	Investec Bank Limited			Section No:	SS188/2019	
702		121.00	4.7940	4,851,506	279.39	0	0.00	0	0.00		4,851,506	279.39
	Common Property is included in the above Sum Insured			0	0.00						0	0.00
	Rounding				0.04		-0.00		0.00			0.04
<b>Sub Total</b>	<b>2,409.00</b>	<b>95.4444</b>		<b>96,589,065</b>	<b>5,562.52</b>	<b>6,076,127</b>	<b>341.91</b>	<b>0</b>	<b>0.00</b>		<b>102,665,192</b>	<b>5,904.43</b>
<b>35 MAIN ROAD, GREENPOINT, 8770</b>												
1		115.00	4.5563	4,610,935	835.97	0	0.00	0	0.00		4,610,935	835.97
	Common Property is included in the above Sum Insured			0	0.00						0	0.00
<b>Sub Total</b>	<b>115.00</b>	<b>4.5563</b>		<b>4,610,935</b>	<b>835.97</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>		<b>4,610,935</b>	<b>835.97</b>
	Rounding				-0.02		-0.00		0.00			-0.02
<b>Total</b>	<b>2,524.00</b>	<b>100.0000</b>		<b>101,200,000</b>	<b>6,398.48</b>	<b>6,076,127</b>	<b>341.91</b>	<b>0</b>	<b>0.00</b>		<b>107,276,127</b>	<b>6,740.39</b>

**STATUTORY NOTICE TO SHORT-TERM INSURANCE POLICYHOLDERS  
IMPORTANT - PLEASE READ CAREFULLY  
DISCLOSURE AND OTHER LEGAL REQUIREMENTS**

(This notice does not form part of the insurance contract or any other document)

**As a short-term insurance policyholder, or prospective policyholder, you have the right to the following information:**

**THE INTERMEDIARY (BROKER)**

- 1.1 Name, physical address, postal address and telephone number  
Broker: MCCALLUM BROKERS CC (AFRICAN STREET BROKERS T/AS)  
Physical address: 8 AFRICAN STREET GRAHAMSTOWN 6139  
Postal address: P O BOX 454 GRAHAMSTOWN 6140  
Telephone: 046 6226 182  
Fax: 046 636 2039  
e-mail: minnette@mccallum.co.za  
FSP No: 7968
- 1.2 Legal status and any interest in the Insurer  
You, as our client, have the right to the following information from your broker:
- a. Legal status of the broker.
  - b. Whether your broker has a shareholding in excess of 10% with any Insurer.
  - c. Whether the broker has placed business in excess of 30% with any Insurer in the preceding year.
  - d. Detail as to whether the broker is an associated Company of the Insurer.
- 1.3 Your broker must advise you whether they have Professional Indemnity insurance in force.
- 1.4 The brokers Complaints Policy and Conflict of Interest Policy must be obtained from the broker.
- 1.5 Claims are to be instituted and managed as stated in 3.4.
- 1.6 Commission on the premium payable to your broker of R 1,242.18 per month and Sasria Commission is R 79.42 per month and Broker Management Fee is R 0.00

**THE INSURER**

- 2.1 Name, physical address, postal address and telephone number  
Company: COMPASS INSURANCE COMPANY LIMITED, REG NO 1994/003010/06, FSP NO 12148  
Physical address: 5th Floor 90 Rivonia Road Sandton, Gauteng 2196  
Postal address: P.O. Box 37226 Birnam Park Johannesburg 2015  
Telephone: 011 745 8333  
Fax: 011 745 8444  
FSP No: 12148  
Categories of Licence: Short Term Commercial/Personal Lines
- Compliance Officer: Adel Walker  
Telephone: 011 745 8333  
Fax: 011 745 8444  
e-mail: [adel.walker@compass.co.za](mailto:adel.walker@compass.co.za)
- Company: Sasria SOC Limited  
Registration No: 1979/00287/06  
Physical address: 36 Fricker Road, Illovo, Sandton, 2196  
Postal address: P.O. Box 653367, Benmore, 2010  
Telephone: (011) 214 0800  
Fax: (011) 447 8630  
FSP: 39117  
Compliance Telephone: (011) 086 172 7742  
Complaints: [contactus@sasria.co.za](mailto:contactus@sasria.co.za)
- Compliance Officer: Compliance Officer  
Telephone: (011) 214 0800  
Fax: (011) 447 8630  
Address: Sasria SOC Limited, P O Box 653367, Benmore  
Compliance Officer: Mr Mziwoxolo Mavuso  
Compliance e-mail: [mziwoxolom@sasria.co.za](mailto:mziwoxolom@sasria.co.za)

**THE UNDERWRITING MANAGER**

- 3.1 Name, physical address, postal address and telephone number  
Company: COMMERCIAL AND INDUSTRIAL ACCEPTANCES (PTY) LTD  
Registration No: 2000/019340/07  
Postal address: PO Box 615 Bedfordview 2008  
Physical address: 13E Riley Road Bedfordview 2008  
Telephone: 0861-242-777  
Fax: 086 613 6684  
e-mail: mail@cia.co.za web: [www.cia.co.za](http://www.cia.co.za)  
FSP No: 13890  
Categories of Licence: Short Term Commercial / Personal Lines  
Professional Indemnity/  
Fidelity: Policy No: P51 008423 & CC/FG150 30004

Lombard Insurance Company Limited  
PI Limit: R20 mil    CC/FG Limit: R1 mil  
Conflict of Interest Policy: [www.cia.co.za](http://www.cia.co.za)  
Complaints Procedure: [www.cia.co.za](http://www.cia.co.za)  
Compliance Company: Eas-e Comply (Pty) Ltd  
Practice No: CO28  
Telephone: 086 126 6759  
Fax: 011 447 2954  
Address: 80 The Valley Road, Parktown, 2193  
e-mail: [info@easecomply.com](mailto:info@easecomply.com)

**3.2 Commercial & Industrial Acceptances (Pty) Ltd acts as an Underwriting Manager on behalf of Compass Insurance Company Limited in terms of a Binder Agreement.**

**3.3 Commercial & Industrial Acceptances (Pty) Ltd is paid a binder fee by Compass Insurance Company Limited and may also receive a profit commission from Compass Insurance Company.**

3.4 Claims are to be instituted as follows:

- Notify your broker immediately, but in any event within 30 days, in writing of any event which may give rise to a claim.
- All such other documents as requested to be forwarded to your broker.
- Take all reasonable steps to prevent further damage or loss.
- Notify the SAPS within 24 hours of any loss or theft of property. The police report number is to be given to your broker.
- Give all assistance in the identification and physical recovery if any lost or stolen property is located. Following indemnification, any recovered property belongs to the Insurer.
- Notify your broker immediately, but in any event within 30 days, in writing of any event which may give rise to a claim.

3.5 Type of policy: Sectional Title / Body Corporate

3.6 In respect of Annual policies, the premium as specified in the attached schedule must be paid on or before the inception/renewal date.

In respect of Monthly policies, the premium as specified in the attached schedule will be collected by debit order during the first week.

3.7 Details of how to institute a claim or complaint:

- Claims are usually instituted through the broker as previously described.
- Complaints can be referred either to the complaints department on [complaints@cia.co.za](mailto:complaints@cia.co.za) or to the compliance officer as shown above.

## **OTHER MATTERS OF IMPORTANCE**

### **4. General**

- 4.1 You must be informed of any material changes to the information provided above.
- 4.2 If the information was given to you verbally, it must be confirmed in writing within 31 days.
- 4.3 If any complaint to the Insurer or Intermediary is not resolved to your satisfaction, you may submit the complaint to the Ombudsman of Short-Term Insurance or to the FAIS Ombudsman.
- 4.4 Polygraph or any lie detector test is not obligatory in the event of a claim and the failure thereof may not be the sole reason for repudiating a claim.
- 4.5 If premium is paid by debit order:
- it may only be in favour of one person and may not be transferred without your approval; and
  - the Insurer must inform you at least 31 days before the cancellation thereof, in writing, of its intention to cancel such debit order.
- 4.6 The Insurer, and not the Intermediary, must give reasons for repudiating your claim.
- 4.7 Your Insurer may cancel your insurance policy or impose special terms merely by informing your Intermediary.
- 4.8 You are entitled to a copy of the policy free of charge.
- 4.9 You must check your policy schedule to ensure that the items insured, their description and values are those you gave to us.
- 4.10 You must advise any change to the description, use or value of the item insured as soon as reasonably possible to ensure that you are correctly insured.
- 4.11 Incorrect or non-disclosure by you may impact on any claims arising from your contract of insurance.
- 4.12 If you are not sure about, or do not understand any part of your policy, please contact the Intermediary/broker at the above address.
- 4.13 You are entitled to view the written mandate between the Insurer and the Intermediary/Broker.

### **5. Warning**

- Do not sign any blank or partially completed application form.
- Complete all forms in ink.
- Keep all documents handed to you.
- Make note as to what is said to you.
- Don't be pressurised to buy the product.
- Incorrect information or non-disclosure by you of relevant facts may influence an Insurer on any claims arising from your contract of insurance.

### **6. Particulars of the Ombudsman for Short-term Insurance who is available to advise you in the event of claim problems that are not satisfactorily resolved by the insurance Intermediary and/or the Insurer:**

Ombudsman for Short-term Insurance  
P.O. Box 32334  
BRAAMFONTEIN  
2017  
Tel: (011) 726-8900  
Fax: (011) 726-5501  
e-mail: [info@osti.co.za](mailto:info@osti.co.za)  
website: [www.osti.co.za](http://www.osti.co.za)

**7. Particulars of the Financial Advisory and Intermediary Services Ombudsman:**

FAIS Ombudsman  
P.O. Box 74571  
LYNWOODRIF  
0040  
Tel: 0860 324 766  
e-mail: [info@faisombud.co.za](mailto:info@faisombud.co.za)  
website: [www.faisombud.co.za](http://www.faisombud.co.za)

**8. Particulars of the Registrar of Short-term Insurance:**

Financial Sector Conduct Authority (FSCA)  
P.O. Box 35655  
MENLO PARK  
0102  
Tel: (012) 428-8000  
Fax: (012) 347-0221

**COMMERCIAL AND INDUSTRIAL ACCEPTANCES (PTY) LTD**

**Gross Earned Loss Ratios per Policy as at 16/02/2020**

Extract from Data at 16/02/2020 at 14:14PM - Printed on 16/02/2020 at 14:14PM. Filter: PolicyNo = 91337

Policy No,Insured	Total since Inception				Last Policy Year				Current Policy Year			
	Premiums	Claims Total	Loss Ratio		Premiums	Claims Total	Loss Ratio		Premiums	Claims Total	Loss Ratio	
0000-91337, 35 ON MAIN BODY CORPORATE	57,357.68	9,000.00	15.69		0.00	0.00	0.00		57,357.68	9,000.00	15.69	
Claim No Insured	Unit Number	DOL	Notified	UW Yr	Section - Peril	Status	NET Est	Total Paid	XS Paid	Total Recov	Total Claim	
0004-79-853	35 ON MAIN BODY CORP	6/02/2020	6/02/2020	2020	Community - Water	Claim Pending	9,000	0.00	0.00	0.00	9,000.00	
<b>Totals:</b>												
	57,357.68	9,000.00	15.69		0.00	0.00	0.00	57,357.68	9,000.00	15.69		



Sasria SOC Limited  
P.O. Box 653367, BENMORE, 2010  
36 Fricker Road, Illovo, Sandton, 2196  
Tel: +2711 214 0800 or 086 172 7742 (Switchboard)  
Fax: +27 11 447 8630  
Reg. No. 1979/000287/06  
VAT Reg. 4140119340  
FSP Licence No.: 39117



#### *COUPON POLICY FOR SPECIAL RISKS INSURANCE*

In consideration of the prior payment of the premium stated in the coupon and the receipt thereof by or on behalf of Sasria SOC Limited, (hereinafter called the Company) and subject to the underlying policy being current and valid at the effective date as stated in the Schedule, the Company will by payment or at its option by reinstatement or repair indemnify the insured during the Period of Insurance up to an amount not exceeding the total sum insured in respect of each item and not exceeding in the aggregate during the said Period of Insurance, the total insured value, or the aggregate limits of liability as stated in the proviso hereunder, whichever is the less against loss of or damage to the property insured directly related to or caused by:

- i. Any act (whether on behalf of any organisation, body or person, or group of persons) calculated or directed to overthrow or influence any State or government, or any provincial, local or tribal authority with force, or by means of fear, terrorism or violence;
- ii. Any act which is calculated or directed to bring about loss or damage in order to further any political aim, objective or cause, or to bring about any social or economic change, or in protest against any State or government, or any provincial, local or tribal authority, or for the purpose of inspiring fear in the public, or any section thereof;
- iii. Any riot, strike or public disorder or any act or activity which is calculated or directed to bring about a riot, strike or public disorder;
- iv. Any attempt to perform any act referred to in clause (i), (ii) or (iii) above;
- v. The act of any lawfully established authority in controlling, preventing, suppressing or in any other way dealing with any occurrence referred to in clause (i), (ii), (iii) or (iv) above.

#### **NOTE:**

In this Coupon Policy, the term "Public Disorder" shall be deemed to include civil commotion, labour disturbances or lockouts.

#### **PROVIDED that:**

Notwithstanding anything to the contrary, where One Insured is insured by one or more current and valid insurance (other than Contract Works and/or Construction Plant and or Motor) issued by or on behalf of the Company, the annual aggregate liability of the Company under all such Insurances shall be limited to the sum of R500 million (five hundred million Rand), or up to R 1,5 billion, if the Insured has chosen the optional Excess of Loss R 1 billion cover, where the property insured is in the Republic of South Africa.

For this purpose ONE INSURED shall mean:

Any Single One Insured, a Holding Company and all its Subsidiaries (as contemplated exclusively by the Companies Act, 1973) or Subsidiary of the Holding Company.

In the case of One Insureds other than Companies, the Company reserves the right to determine who the One Insured is for this purpose.

#### **PROVIDED FURTHER that this insurance does not cover:**

- a. Consequential or indirect loss or damage of any kind or description whatsoever, other than loss of rent if specifically insured, which shall be limited to a period not exceeding that required to render the building tenable;
- b. Loss or damage resulting from total or partial cessation of work, or the retardation or interruption or cessation of any process or operation;
- c. Loss or damage occasioned by permanent or temporary dispossession resulting from confiscation, commandeering or requisitioning by any lawfully constituted authority.

d. **NUCLEAR/CHEMICAL/BIOLOGICAL TERRORISM EXCLUSION**

It is agreed that, regardless of any contributory cause(s), this insurance does not cover loss(es) in any way caused or contributed to by an act of terrorism involving the use or release or the threat thereof of any nuclear weapon or device or chemical or biological agent.

For the purpose of this exclusion an act of terrorism means an act, including but not limited to the use of force or violence and / or the threat thereof, of any person or group(s) of persons, whether acting alone or on behalf of or in connection with any organization(s) or government(s), committed for political, religious, ideological or personal purposes or reasons including the intention to influence any government and /or to put the public, or any section of the public in fear.

- e. This policy does not cover loss or damage caused directly or indirectly by or through or in consequence of any occurrence for which a fund has been established in terms of the War Damage Insurance and Compensation Act, 1976 (No. 85 of 1976) or any similar Act operative in South African territory to which this policy applies.

If it is alleged that by reason of this exclusion any loss (es) is not covered by this Coupon the burden of providing the contrary shall be upon the insured.

**CLAIMS NOTIFICATION**

The Agent or Intermediary will advise Sasria of a loss within thirty (30) days from the date they receive the claim.

A claim shall not be payable if twenty-four (24) months have elapsed since the occurrence of the Insured Event unless the claim is subject of pending legal action or final assessment of the loss by the Insurer have not been reached.

**CONTRACTUAL VALUE**

Where Property Insured is extended under the Replacement Value Clause and is the subject of a lease, rental, hire or similar agreement which requires the Insured to insure and/or be responsible for the property at an agreed value then the measure of cover provided shall be the agreed value as stipulated in the lease, rental or hire agreement. The definition set out under the Basis of Loss Settlement on the underlying policy shall not apply in respect of a claim under this clause but always limited to the total Sum Insured.

**CONDITIONS**

**Misrepresentation, misdescription and non-disclosure**

Misrepresentation, misdescription or non-disclosure in any material particular shall render voidable the particular item, section or sub-section of the policy, as the case may be, affected by such misrepresentation, misdescription or non-disclosure.

**Continuation of cover (where premium is payable by bank debit order or by transmission account)**

The premium is due in advance and, if it is not received by the company by due date, this insurance shall be deemed to have been cancelled at midnight on the last day of the preceding period of insurance unless the insured can show that failure to make payment was an error on the part of his Intermediary or Sasria agent.

**Transfer**

Nothing contained in this Policy shall give any rights against Sasria to any person other than the Insured. Sasria shall not be bound by any passing of the interest of the Insured otherwise than by death or operation of law.

**Arbitration**

- a. If any difference shall arise as to the amount to be paid under this Policy (liability being otherwise admitted) such difference shall be referred to Arbitration in accordance with the Arbitration laws for the time being in force in the Republic of South Africa, and at such place as Sasria may determine.
- b. Where any difference or dispute is in terms of paragraph (a) above to be referred to Arbitration the award of the Arbitrator(s) shall be final and binding and the making of such award shall be a condition precedent to any right of action against Sasria under this Policy.

## Company's rights after an event

- a. On the happening of any event in respect of which a claim is or may be made under this policy, the company and every person authorised by them may, without thereby incurring any liability and without diminishing the right of the company to rely upon any conditions of this policy,
  - i. take, enter or keep possession of any damaged property and deal with it in any reasonable manner. This condition shall be evidence of the leave and licence of the insured to the company to do so. The insured shall not be entitled to abandon any property to the company whether taken possession of by the company or not,
  - ii. take over and conduct in the name of the insured the defence or settlement of any claim and prosecute in the name of the insured for their own benefit any claim for indemnity or damages or otherwise and shall have full discretion in the conduct of any proceedings and in the settlement of any claim. No admission, statement, offer, promise, payment or indemnity shall be made by the insured without the written consent of the company.
- b. The insured shall, at the expense of the company, do and permit to be done all such things as may be necessary or reasonably required by the company for the purpose of enforcing any rights to which the company shall be, or would become, subrogated upon indemnification of the insured whether such things shall be required before or after such indemnification.

## SPECIAL CONDITIONS

1. It is a condition precedent to any liability that at the time of the happening of any occurrence given rise to a loss in terms of this Coupon Policy there shall be in force the Underlying Policy covering the interest of the Insured in all the property insured by this Coupon Policy against loss or damage by fire.
2. All the terms, conditions, exclusions, exceptions and warranties applicable to the Underlying Policy, other than:
  - (a) Exception A(i), A(iii)(b), A(iv), A(v), A(vi) and A(vii) to the extent that A(vii) refers to A(i), A(iii)(b), A(iv), A(v) and A(vi);

And

(b) The Burden of Proof Clause set out in Exception A to the extent that such Clause refers to the Exceptions listed in (a) above;

(c) Any excess, deductible or similar payment to be met by the Insured in terms of the Underlying Policy;

(d) The Sasria Coupon incorporates the Terms, Conditions, Exceptions, Exclusions and Warranties of the underlying Policy to which it attaches. **It does not automatically incorporate the Extensions.** In order to cater for the Extensions, the Sasria Sum Insured must be increased by the value of the Extension and a premium charged for the said Extension. In this instance a schedule showing a breakdown of all additional covers included (together with the sum insured) must be attached to the coupon,

(e) Where required by the Insurer, the Insured shall at the commencement of such insurance and when required provide the Insurer with a written estimate of the cost at such date of reinstatement of the Property Insured to which this section applies made and certified by a Valuator acceptable to the Insurer.

The Sum Insured under the policy and this section in respect of each item will not be less than the amount of such estimate, and may be adjusted for renewal provided this is done within a two months period of the renewal date.

(f) Where a building or structure is destroyed, the Insured is entitled to carry out the replacement by an equivalent building upon another site and in any manner suitable to the requirements of the Insured provided that the Insurer's liability does not exceed the cost which would have been incurred had reinstatement been carried out on the original location.

shall be deemed to be incorporated in this Coupon Policy and shall as a condition precedent to any liability hereunder relate to and be complied with by the Insured accordingly.

## Memorandum

The reference to Exceptions A(i), A(iii)(b), A(v), A(vi) and A(vii) and to the Burden of Proof Clause in exception A is a reference to those Exceptions as they appear in the Standard S.A.I.A. Exceptions which the Nominated Insurer is obliged to incorporate in his Policy. Should the numbering in the Underlying Policy not correspond with the numbering of the Standard S.A.I.A. Exceptions the above references shall apply to the corresponding Exceptions in the Underlying Policy mutatis mutandis.

3. If the property covered in terms of the attached Schedule shall at the commencement of any destruction of or damage to such property by any peril insured hereby be collectively of greater value than the total sum insured stated herein, then the Insured shall be considered as his own insurer for the difference and shall bear a rateable share of the loss accordingly. Every item, if more than one, shall be separately subject to this consideration.
4. Any adjustment of Premium Clause or Condition in the Underlying Policy shall not be applicable to this Coupon Policy.
5. No alteration of this Coupon Policy is valid unless signed by a Director of the Company
6. Any Reinstatement Value Conditions in the Underlying Policy shall be applicable to this Coupon Policy except insofar as it relates to Motor Vehicles.
7. The cover granted by this Coupon Policy shall apply to property situated in the Republic of South Africa.

35 on Main Body Corporate  
 Budget 2021/2022  
 September Year-End

	2020/2021		2021/2022		% Change	Notes
	Budget	Actual	Budget	Actual		
<b>TOTAL INCOME</b>	<b>1,228,921</b>	<b>1,237,227</b>	<b>1,437,852</b>			
1000/000 - INCOME	1,228,921	1,237,227	1,437,852			
1000/001 - Levies	1,214,761	1,214,761	1,422,396	17.09%		
1000/016 - Parking Bay	13,200	13,200	15,456	17.09%		
1000/017 - Store Room	960	0	0		BC Owns the storeroom	
1000/003 - Interest Received	0	2,571	0		We do not budget for interest	
1000/004 - Interest Received	0	295	0		We do not budget for interest	
1000/010 - Penalty Income	0	5,500	0		We do not budget for penalty income	
1000/014 - Access Tags	0	900	0		We do not budget for Access Tag income	
1000/011 - Water & Sewerage Recovery	0	0	0		Incorporated into water expense line - item	
1000/018 - Hot water recovery	0	0	0		Incorporated into electricity expense line-item	
<b>TOTAL EXPENSES</b>	<b>1,228,921</b>	<b>1,468,777</b>	<b>1,437,852</b>			
<b>2000/000 - ADMINISTRATIVE EXPENSES</b>	<b>841,669</b>	<b>1,028,679</b>	<b>908,397</b>			
2000/001 - Bank Charges	4,201	2,337	2,430		Based on prior year actual, factoring 4% increased bank charges	
2000/002 - Management Fee	50,100	69,328	73,140		FMS Property Managers management fee, \$5,750/month + 6% increase w/e 1 Oct 21	
2000/004 - Stationery & Postage	6,000	0	0		Building manager airtime allowance \$850x 12	
2000/008 - Telephone Expense	2,400	0	6,000		LPH Audit fees, 0% increase advised	
2000/011 - Audit & Tax Fees	12,000	15,295	15,295		Grinnel Security security, \$40,800/11/month	
2000/015 - Security	484,056	669,861	489,601			
2000/016 - Insurance	94,680	85,752	79,380		CIA insurance policy, premium of \$6,614.98	
2000/017 - Interest Paid	0	226	0		As per MRR	
2000/020 - Reserve Fund	160,212	160,212	215,343		WUS reading fees, \$2,139/month	
2000/023 - Meter Reading Expense	28,020	25,668	27,208		6% increase factored from 1 Oct	
<b>2100/000 - MUNICIPAL EXPENSES</b>	<b>163,992</b>	<b>-16,332</b>	<b>108,864</b>			
2100/001 - Water	72,000	24,836	25,043		Based on average municipal charge/consumption 5% increase budgeted from 1 July 2022	
2100/002 - Refuse	31,992	0	31,992		Incorporates water recoveries	
Prior period Water & Sewerage Credits	0	-114,950	0			
2100/002 - Refuse	31,992	0	31,992		Enquiring with the CCC re refuse not yet charged	
2100/003 - Sewerage		23,051	0			
2100/004 - Electricity	60,000	50,730	51,829		Based on average municipal charge/consumption 13% increase budgeted from 1 July 2022	
<b>2200/000 - MAINTENANCE</b>	<b>164,760</b>	<b>401,431</b>	<b>268,800</b>			
2200/010 - Gardening Equipment	6,000	0	0			
2200/011 - Cameras	0	25,883	48,300		Integratek monthly at \$4025 x 12	
2200/013 - Lift Maintenance	0	136,883	133,002		Nulme Lift Services, allocation based on \$10,459.25/month	
2200/014 - Cleaning Services	110,760	112,084	0		Employed Cleaner under salaries	
2200/015 - Repairs and Maintenance	48,000	126,581	87,458		Based on prior year actual, factoring 8% increased costs	
<b>4000/000 - PERSONNEL</b>	<b>58,500</b>	<b>55,000</b>	<b>151,790</b>			
4000/001 - Salaries	58,500	55,000	150,100		Building caretaker salary, \$5000/month with 6% increase in Aug 13th cheque budgeted as well as cleaner employed at \$8500 x12	
U/F & S/DL			1,690			
<b>SURPLUS / SHORTFALL</b>	<b>0</b>	<b>-231,550</b>	<b>0</b>			



Special Levy Schedule  
Effective 1 January 2022

Section	Unit Size (m2)	PQ	Billing Ratios			2019/2020			2020/2021			Total Charge	Already Recovered
			Levies	Parking Bay	Parking Bay Levy	Unit Levy	CSOS	Parking Bay Levy	Total Charge	Unit Levy	CSOS		
1	115	4,5562	4,556292139	4,545454546	4,612.34	40.00	50.00	4,702.34	5,651.00	40.00	60.25	5,661.26	15,249.44
101	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
102	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
103	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
104	80	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
105	98	3,8035	3,803492478	4,545454546	3,850.28	40.00	50.00	3,960.28	4,742.46	40.00	60.25	4,742.46	12,729.90
106	76	3,0111	3,011099858	2,272727273	3,048.14	40.00	25.00	3,113.14	3,675.08	40.00	30.13	3,745.21	10,077.84
2014	80	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
202	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
203	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
204	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
205	96	3,8035	3,803492478	2,272727273	3,850.28	40.00	25.00	3,915.28	4,642.20	40.00	30.13	4,712.33	12,729.90
206	76	3,0111	3,011099858	4,545454546	3,048.14	40.00	50.00	3,138.14	3,675.08	40.00	60.25	3,775.33	10,077.84
301	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
302	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
303	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
304	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
305	96	3,8035	3,803492478	4,545454546	3,850.28	40.00	50.00	3,960.28	4,642.20	40.00	60.25	4,742.46	12,729.90
306	45	1,7829	1,782898213	2,272727273	1,804.83	26.10	25.00	1,855.93	2,176.05	33.52	30.13	2,239.69	5,967.18
401	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
402	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
403	39	1,5452	1,545202159	2,272727273	1,564.21	21.28	25.00	1,610.49	1,885.94	27.72	30.13	1,943.78	5,171.63
404	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
405	96	3,8035	3,803492478	4,545454546	3,850.28	40.00	50.00	3,960.28	4,642.20	40.00	60.25	4,742.46	12,729.90
406	45	1,7829	1,782898213	2,272727273	1,804.83	26.10	25.00	1,855.93	2,176.05	33.52	30.13	2,239.69	5,967.18
501	60	2,3772	2,377197617	2,377272723	2,406.44	38.13	25.00	2,469.57	2,901.40	40.00	30.13	2,971.52	7,956.24
502	69	2,7337	2,733692304	2,272727273	2,767.32	40.00	25.00	2,832.32	3,336.50	40.00	30.13	3,406.63	9,149.39
503	75	2,9714	2,971398236	4,545454546	3,007.95	40.00	50.00	3,097.95	3,626.62	40.00	60.25	3,726.88	9,944.96
504	96	3,8034	3,803393694	4,545454546	3,850.18	40.00	50.00	3,960.18	4,642.08	40.00	60.25	4,742.34	12,729.57
505	43	1,7036	1,703593753	2,272727273	1,724.55	24.49	25.00	1,774.04	2,079.25	31.59	30.13	2,140.97	5,701.75
601	354	14,0253	14,025282200	6,818181818	14,197.81	40.00	75.00	14,312.81	17,118.01	40.00	90.38	17,248.39	46,941.17
701	173	6,8541	6,854096390	4,545454546	6,938.41	40.00	50.00	7,028.41	8,365.50	40.00	60.25	8,465.75	22,939.95
702	121	4,7939	4,793899408	4,545454546	4,852.86	40.00	50.00	4,962.86	5,850.99	40.00	60.25	5,951.25	16,044.65
	2,566	100,0000	100,0000	100,0000	101,230.12	1,110.12	1,100.00	103,440.24	122,051.08	1,200.38	1,325.99	124,577.05	334,689.69

Months Charged	3.00
Months Remaining	9.00
Amount Charged	323,936.26
Charge Remaining	1,098,459.73
Monthly Charge Remaining	122,051.08

Annual Increase 17.09%  
Effective Increase 20.57%

Annual Increase 17.09%  
Effective Increase 20.51%



SUPERIOR Property Management

**MRR Plan Summary**

	Financial Year											Total
	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030		
Electrical Areas	9,041	9,764	10,545	11,389	12,300	13,284	14,347	15,495	16,734	18,073	190,973	
Generator (Maintenance Savings)	6,500	7,020	7,582	8,188	8,843	9,551	10,315	11,140	12,031	12,994	94,163	
Gate Motor (Replacement Savings)	2,541	2,744	2,964	3,201	3,457	3,734	4,032	4,355	4,703	5,079	36,810	
Water Tanks and Pumps (Upgrade Savings)	15,000	16,200	17,496	18,896	20,407	22,040	23,803	25,707	27,764	29,985	217,298	
Heating and Cooling Systems	25,000	27,000	29,160	31,493	34,012	36,733	39,672	42,846	46,273	49,975	362,164	
Air Conditioning Units (Upgrade Savings)	10,000	10,800	11,664	12,597	13,605	14,693	15,869	17,138	18,509	19,990	144,866	
Heat Pumps Systems (Replacement Savings)	15,000	16,200	17,496	18,896	20,407	22,040	23,803	25,707	27,764	29,985	217,298	
Roof Areas	100,000	8,500	9,180	9,914	10,708	11,564	12,487	13,488	14,568	15,733	215,142	
Diesel Pump Installation	100,000										100,000	
Diesel Pump (Maintenance)		8,500	9,180	9,914	10,708	11,564	12,489	13,488	14,568	15,733	106,144	
Painting of Metal Roof Areas											8,998	
Painting and Repairs					969,172						969,172	
External Walls Painting and Remedial Repairs					835,680						835,680	
External Steelwork (Concrete)					133,491						133,491	
Waterproofing - Flat Roof Service				79,582							196,515	
Communication Systems (Service & Upgrade Savings)	3,500	3,780	4,082	4,409	4,762	5,143	5,554	5,998	6,478	6,997	50,703	
Security Equipment (Replacement/Upgrade Savings)	3,500	3,780	4,082	4,409	4,762	5,143	5,554	5,998	6,478	6,997	50,703	
Fire Equipment and Signage (Replacement/Upgrade Savings)	3,500	3,780	4,082	4,409	4,762	5,143	5,554	5,998	6,478	6,997	50,703	
<b>Total</b>	<b>159,541</b>	<b>72,804</b>	<b>78,629</b>	<b>164,501</b>	<b>1,060,884</b>	<b>99,049</b>	<b>115,971</b>	<b>115,531</b>	<b>241,706</b>	<b>134,756</b>	<b>2,243,373</b>	

**Reserve Fund Contributions**

Opening Balance	373,979	464,438	770,440	1,011,811	1,147,244	396,579	645,484	885,392	1,133,012	1,263,700	373,979
Reserve Fund Contribution	250,000	378,806	320,000	299,934	310,219	347,955	355,879	363,151	372,394	358,989	3,357,327
MRR Expenditure	-159,541	-72,804	-78,629	-164,501	-1,060,884	-99,049	-115,971	-115,531	-241,706	-134,756	-2,243,373
Closing Balance	464,438	770,440	1,011,811	1,147,244	396,579	645,484	885,392	1,133,012	1,263,700	1,487,934	1,487,934

**Internal Compliance Check**

Total Prior-Year Administrative Fund	1,054,549
Reserve Fund Opening Balance	373,979
Reserve Admin Contributions	35,46%
Proposed Reserve Fund Contribution	215,343
Min. Required Contribution	87,458
15% of Administrative Fund	158,182
Budgeted R&M Expenditure	87,458
Compliant for Proposed Contribution?	Yes

If the amount of money in the reserve fund at the end of the previous financial year is less than 25 per cent of the total contributions to the administrative fund for that previous financial year, the budgeted contribution to the reserve fund must be at least 15 per cent of the total budgeted contribution to the administrative fund.

If the amount of money in the reserve fund at the end of the previous financial year is more than 25 per cent but less than 100 per cent of the total contributions to the administrative fund for that previous financial year, the budgeted contribution to the reserve fund must be at least the amount budgeted to be spent from the administrative fund on repairs and maintenance to the common property in the financial year being budgeted for.

If the amount of money in the reserve fund at the end of the previous financial year is equal to or greater than 100 per cent of the total contributions to the administrative fund for that previous financial year, there is no minimum contribution to the reserve fund.

