



PROPERTY INVESTMENT NEWSLETTER JANUARY 2018

WISHING ALL A HAPPY NEW YEAR

*May the Year of 2018 be
A Year of Health & Happiness
A Year of Wealth & Wisdom
A Year of Peace & Prosperity
A Year of Glee & Glow
And a Year of Love & Laughter.
From the Property Management
Team*

REMINDER -

*It's that time of the Year again
when Council Rates have started
to arrive.*

*If you are intending to charge
water usage back to your
tenant/s, we do require a copy of
the back page which outlines the
meter reads. This can be sent
through to
stephanieb@petermilling.com*

UPDATE DETAILS –

*If you have recently updated any
personal details remember to
notify our Property Management
Department of any changes.
We need to have the most recent
Phone Number/s
Postal Address
Email Address
Bank Details*

WELCOME – NIKITA MUNRO

Nikita has recently joined our Team as Reception/Property Officer. As part of the Property Officer role Nikita will be handling Property Maintenance so I am sure you will all get to chat to her at some stage. With her professional manner and enthusiastic attitude we are excited to have her onboard.



CONGRATULATIONS – KYLIE WHITTLE

With the expansion of our Real Estate Department in both Sales and Property Management, Kylie has now been promoted to Sales Administration and Marketing. With years of experience in Real Estate she has proven herself to be a successful asset of our team and this position is well deserved.



FEEDBACK –

We have posted out a feedback questionnaire to each of our Clients to find out if you are satisfied with the service provided or where improvement may be needed. We take all feedback on board and are always looking for ways to improve. We look forward to hearing your feedback.

If you would rather send us an email on your feedback, send it through to stephanieb@petermilling.com



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IMPORTANT NOTICE - WINDOW SAFETY DEVICES IN STRATA PROPERTIES MUST BE INSTALLED BY 13 MARCH 2018

To prevent children falling from windows, strata schemes must have window safety devices installed on all applicable windows by **13 March 2018**. This applies to openable windows where the internal floor is more than 2m above the surface outside and within a child's reach (less than 1.7m above the inside floor) – see the diagram below.



The devices must:

- enable the maximum opening to be less than 12.5cm (a device that allows the window to be fully opened, fully closed and limited to less than 12.5cm is compliant), and
- be able to withstand a force of 250 newtons (which is equal to 25 kilograms of force).

Complying safety devices include devices attached to a window frame or robust bars (as long as the opening can be limited to less than 12.5cm and can withstand a force of 250 newtons). Complying devices must also be installed on applicable windows in all common access areas, such as stair landings.

If window safety devices are not installed by 13 March 2018, owner's corporations may face fines. Owners corporations are not required to monitor or enforce the use of window safety devices but must ensure they are installed by the 13 March deadline.

Residents with safety devices installed can still fully open their windows if they wish to do so, but it is strongly recommended that devices be engaged whenever children are present, to prevent falls.

OFFICE INFORMATION –

Steph Brien will be on annual leave from 1st February until 14th February 2018. During this time if you have any items that need to be addressed urgently, please contact Kellee Pace 0429 312 838 or (02) 6882 3544. Steph will only be checking calls occasionally. She will be back on board 15th February 2018 to address any items.

FEBRUARY END OF MONTH – Will be carried out on Wednesday 28th Feb 2018 with statements posted/emailed same day. Funds should be available in Accounts by Monday 5th March 2018.

Mid Month Payments Available upon request.