



■ SALES PROCESS

■ CLIENTS ACTION



1 Select a Property



2 Complete and sign the sales advice



3 Pay \$1000 holding deposit and commence finance approval with your lender



6 Conference with solicitors to go through land and construction contracts



5 Builders & developers will send contracts for signing



4 If establishing a trust, supply trust details for contracts



7 Sign contracts and return to your solicitors for final check



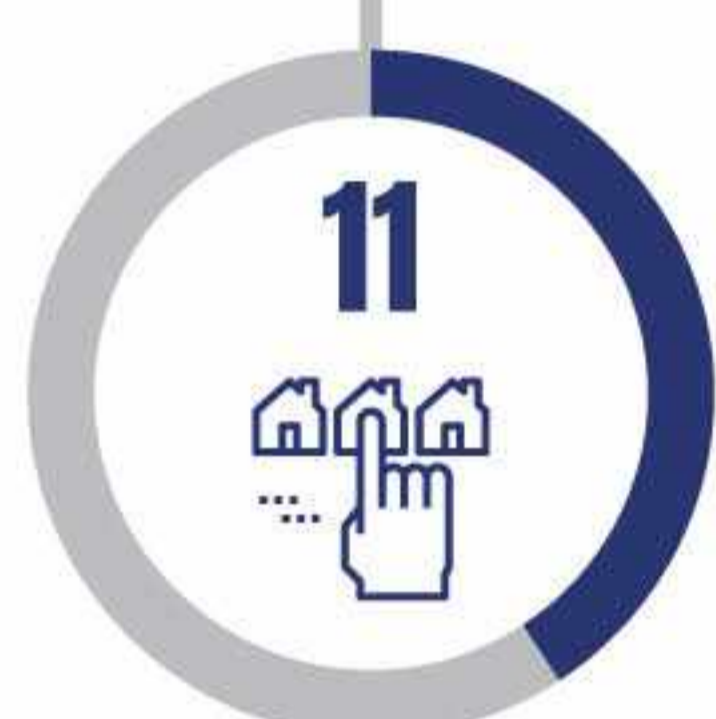
8 Contracts are countersigned by the developers and builders



9 Obtain formal finance approval (21 day finance clause starts on the day the land contracts are dated)



12 Builders send a copy of working drawings for final approval before lodgement for development approval



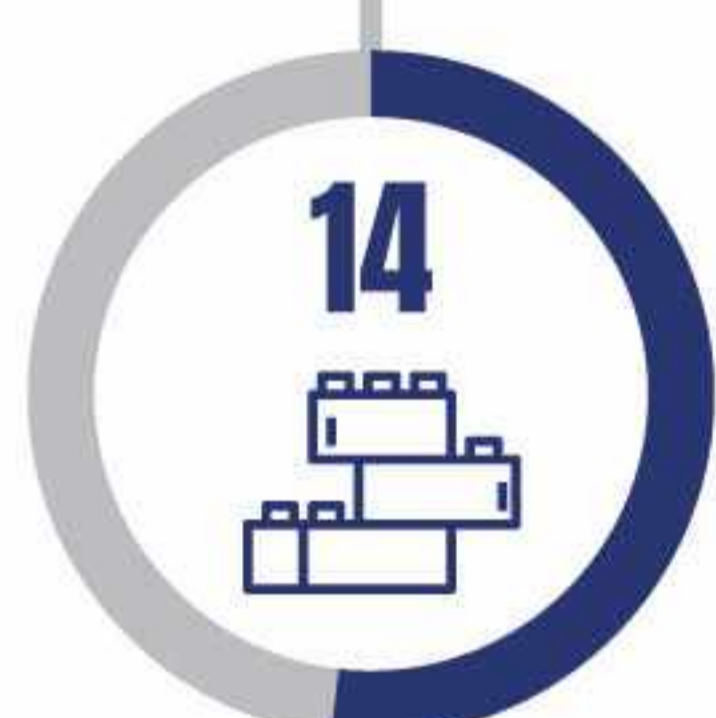
11 Land settles, notification sent to builders



10 From date of finance approval, land settles in 14 days



13 Plans are send to council or private certifier for approval



14 Once approved plans are received, site works commence and Deposit Invoice is paid by client/bank



15 Slab Stage, invoice received and paid by client/bank



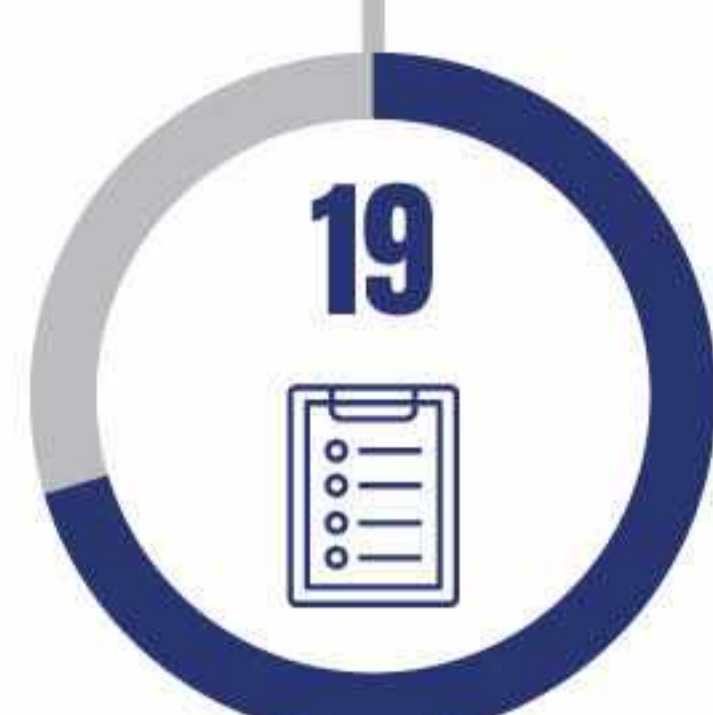
18 LHA assessors Initial report received - Management Agreement signed with SDA enrolling agency



17 Enclosed Stage, invoice received, marketing for tenants commences Invoice paid by client/bank



16 Frame Stage, invoice received and paid by client/bank



19 Fixing Stage, invoice received and paid by client/bank



20 Quantity Surveyor organised for Tax Depreciation Report



21 House insurance
Landlords insurance
Contents insurance
Quote for any furnishing provided by manager



24 Practical Completion – Final Stage, invoice received and paid by client/bank



23 LHA report received property details sent to NDI/NDIS to finalise enrollment, SIL provider finalised



22 Obtain Independent Building Inspection Report if required



25 Hand Over Date Confirmed – final letter sent



26 Property manager completes inspection, handover to SIL, Mangement company approves Individual tenants applications



27 All done, enjoy the benefits of your investment property