

CORPORATE PROFILE

Strata Management



Property Management Team
Of The Year
2018



OUR EXPERIENCE IN STRATA MANAGEMENT

PRD nationwide
STRATA MANAGEMENT

We specialise in the set-up and management of Residential, Commercial and Industrial Strata & Community Schemes. Currently we manage complexes from the Central Coast to Taren Point. We provide a comprehensive service for developers from the initial concept stage including assistance with by-laws, insurance and budgeting through to the establishment and ongoing management of the Owners Corporation.

Strata Management Director:

Richard Inkster

Ph: +61 2 9680 3300

M: + 61 409 467 695

E: Richard.Inkster@prdnorwest.com.au



“GREAT SYSTEMS AND INTEGRITY IS THE POINT OF DIFFERENCE FOR PRD NATIONWIDE’S STRATA SERVICE.”

BUILDING VALUE:

IN EXCESS OF

\$2 BILLION

STRATA MANAGEMENT

WHAT WE DO ...

PRD NATIONWIDE
NORWEST HAS PROVEN
PROCEDURES AND A
STRONG REPUTATION.

GREAT SYSTEMS AND
INTEGRITY IS THE POINT
OF DIFFERENCE FOR PRD
NATIONWIDE'S STRATA
SERVICE.

- ✓ Act as Secretary and Treasurer of the Owners Corporation and exercise and perform the powers and duties specified in section 43 and 44 of the Strata Schemes Management Act,
- ✓ Arrange as required by the Owners Corporation normal day-to-day maintenance, repair and replacement of the common property and personal property vested in the Owners Corporation, but excluding any special attendance at the building for this purpose.
- ✓ Inspect the building and other common property on at least 2 occasions in each year.
- ✓ Arrange and attend the AGM and one other meeting (either general or committee) during any yearly period.
- ✓ Act (upon request by, or in the absence of, the Chairman) as Chairman of any meeting of the Owners Corporation or its committee.
- ✓ Ensure that insurances are implemented and promptly renewed in accordance with the Strata Act and make necessary insurance claims.
- ✓ Keep any wage, income tax or other records required by any law from time to time in respect of any employees or contractors of the Owners Corporation and complete and submit any returns in respect thereof.
- ✓ Disburse monies in accordance with the Strata Act and the terms of this Agreement.
- ✓ Maintain the records of the Owners Corporation required by law.
- ✓ Prepare as necessary budgets and reports and keep all records necessary to facilitate such preparation.
- ✓ Provide, so far as is reasonable, general advice and assistance to the Owners Corporation and the members of its committee.
- ✓ Have possession and care for the records and documents of the Owners Corporation.
- ✓ Implement credit control procedures in respect of maintenance contributions and advise regarding records.
- ✓ Have custody of the common seal and attest its affixation for the purpose of exercising or performing any of the powers, authorities, duties or functions conferred or imposed by the terms of the Agreement.
- ✓ Generally implement the decisions of the Owners Corporation and its committee.
- ✓ Comply with any laws from time to time applying to Strata Managing Agents.

OUR MANAGERMENTS



ESPLANADE – SOLENT CCT, NORWEST LAKE



THE BOULEVARD – ROUSE HILL TOWN CENTRE



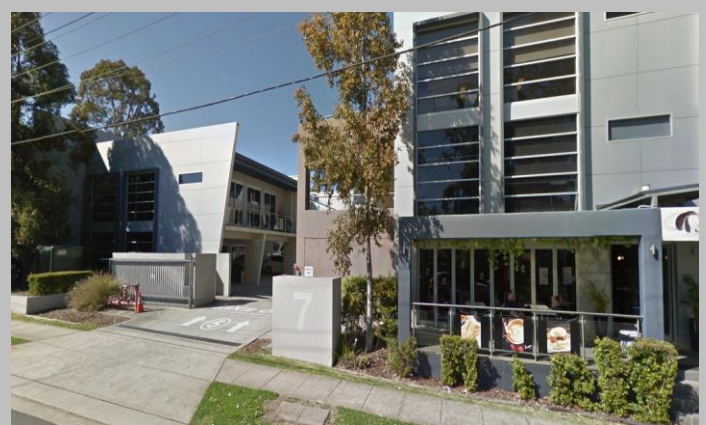
STAR KELLY – 21 HEZLETT RD, KELLYVILLE



ATLAS – NORWEST BUSINESS PARK



CATALYST, CASTLE HILL



7 SEFTON ROAD, THORNLEIGH



PRD nationwide
COMMERCIAL



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www.prd.com.au/norwest

p +61 2 9680 3300

a Suite 402, 10 Century Circuit, Norwest NSW 2153