STM Sydney South
ABN: 13 093 036 429

PO Box 2727
TAREN POINT NSW 2229
t. (02) 9540 4199
f. (02) 9540 3943
e. sydney@stratatitle.com.au

www.stratatitle.com.au

LETTER FROM THE STRATA MANAGING AGENT

Dear Owner(s),

We are pleased to invite you to attend the Extraordinary General Meeting (EGM) of The Owners-Strata Plan 50785, 1-3 McDonald Street, Cronulla.

The items of business to be discussed and voted upon at the Extraordinary General Meeting are outlined in the following paperwork. Also enclosed is a proxy form, voting procedure detail and explanatory notes on each of the motions for consideration.

If you are unable to attend the meeting in person, you may appoint a proxy to act on your behalf. As your complex is classified as a Large Scheme, being 101 Lots or more (excluding utility lots), the completed proxy must be received at our office via email: *nhowell@stratatitle.com.au or* via fax (9540 3943) at least 24-hours prior to the meeting. Proxies will not be accepted at the meeting.

Some further information relating to voting at the meeting is as follows:

- *Please ensure that all sections of the proxy are completed in full. Proxies not completed correctly may be deemed invalid.*
- **If your lot is in the name of multiple owners, where it states owners signature of the proxy form, all owners must sign this section, otherwise your proxy is invalid.**
- *Should your lot be in the name of a company, please ensure a company nominee form is completed and returned to our office. The company nominee's name must be recorded on the strata roll for them to be able to vote at the meeting.*
- *Only **FINANCIAL** owners are entitled to vote at a general meeting, unless a unanimous resolution is required, then all owners whether financial or not are permitted to vote on such motions.*
- *Please contact our office at least 24 hours prior to the meeting if you have question in relation to any of the motions.*

If you have any questions about the items of business, please contact the undersigned on 9540 4199 prior to the meeting.

I look forward to seeing you at the meeting.

STRATA TITLE MANAGEMENT

Nina Ashfield-Howell
SENIOR STRATA MANAGER
nhowell@stratatitle.com.au
17 November 2015

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your strata care company

IMPORTANT INFORMATION ABOUT VOTING AT THE EXTRAORDINARY MEETING

In these notes:

(a) A Priority vote means a vote by:
- An enrolled mortgagee having priority over any other mortgagee or enrolled covenant chargee; or
- An enrolled covenant chargee having priority over any enrolled mortgagee; or
- An enrolled covenant where there is no enrolled mortgagee.

(b) A proxy means a person appointed as a proxy by an instrument in the prescribed form.

(c) A person entitled to vote means (unless otherwise specified) a person entitled to vote on a motion requiring a unanimous resolution.

1. A vote at the meeting by the owner of a lot does not count if a priority vote in respect of the lot is cast in relation to the same matter.

2. An owner of a lot, or a person with a priority vote in respect of a lot, may not vote at the meeting on a motion (other than a motion requiring a unanimous resolution) unless payment has been made before the meeting of all contributions levied on the owner, and any other amounts recoverable from the owner, in relation to the lot that are owing at the date of this notice.

3. If you, as the addressee of this notice:

   (a) are not a corporation, then voting and other rights conferred by Schedule 2 of the Strata Schemes Management Act 1996 may be exercised by you in person or by proxy; or
   (b) are a corporation, then voting and other rights conferred by that Schedule may be exercised only by your company nominee in person, or by proxy appointed by the corporation.

4. Your right to vote as an owner, company nominee or person with a priority vote also depends upon your name being recorded on the strata roll.

IMPORTANT INFORMATION ABOUT A QUORUM FOR THE EXTRAORDINARY GENERAL MEETING

1. A motion submitted at the Extraordinary General Meeting must not be considered unless there is a quorum present to consider and vote on the motion.

2. There is a quorum for considering and voting on such a motion only if:

   (a) at least one-quarter of the number of persons entitled to vote on the motion or at the election is present, either personally or by duly appointed proxy; or
   (b) at least one-quarter of the aggregate unit entitlement of the strata scheme is represented by the persons who are present and entitled to vote on the motion or at the election, either personally or by duly appointed proxy.

3. However, if there is more than one owner in the strata scheme and the quorum calculated in accordance with clause 2 above is less than 2 persons, then the quorum is 2 persons entitled to vote on the motion or on the election.

4. If a quorum is not present within the next half-hour after the relevant motion or business arises for consideration at the meeting, then meeting stands adjourned for at least 7 days. A further notice will be given about the adjourned meeting.

5. If a quorum is not present within the next half-hour after the time fixed for the adjourned meeting, the persons present personally or by duly appointed proxy and entitled to vote constitute a quorum for considering that motion or business.