

## Formal disclosure of process and time frames

All services outlined in the DDP Consulting Agreement are activated immediately.

Within 48hrs of signing this agreement our finance team will contact you to gather all required information. Time is of the essence to supply such details, as this will affect the following step delivery time frames. Once all your financial details are received, our finance team will conduct a preliminary finance assessment. From the date you provide all of the information required, this will be completed within 3 working days. Finance Pre-approval should take 14 days on average however in some cases can be as long as 30days (Timing is dependent on lender criteria and processing)

On pre-approval you will receive a call from one of the property research team where we discuss the exact description of your target properties. Our research team takes between 14 – 30 days to come back to present your ideal property (subject to the market supply and demand levels). If for some reason not satisfied with the property presented the waiting period begins again with preference. Your property presentation will be sent by email and a telephone call will accompany it to explain why the property was chosen. You will then have 24hrs to review the property and approve it. (This is because negotiations are competitive)

Once we receive your approval by email the process continues. Once we negotiate a final figure the selling agent forwards the contract to us (This usually takes 1-4 business days however we are not in control of this process). We then forward the contract to you and you are required to sign, scan and send back the contract to us and/or the selling agent. Once you have signed the contract we forward it to the selling agent for the vendor's signature. This is time dependent on the agent and vendor.

You will receive an email from the Property team congratulating you on your exchange of contracts and outlining the DDP team involved with the remainder of your purchase process.

Around this point, the conveyance team will send you an email to introduce themselves and state their requirements for property purchase. The finance department will also submit your contract to the banks to order a valuation and finalise unconditional finance on the property.

The building and pest inspection is ordered within 2 business days of exchange of contracts and invoice forwarded to you to pay. This fee ranges between \$400 and \$800. When you receive the report please review it and you will be required to respond with your approval to proceed within 24hrs. Please note that by this point we will have already negotiated a purchase price for you taking into account the condition of the property and you will have already accepted this so unless there is any major issues that will cost more to rectify than the discount already negotiated then you should consider such costs to be already allowed for in the purchase price. If you decide to negotiate further then we can't guarantee that your offer will be accepted and if this leads to missing out on the chosen property then our service is considered delivered in full and if we are then left in a position where we need to find you an additional property, we would charge an additional \$2200 fee inclusive of GST.

Please understand that DDP has spent a considerable time creating relationships with selling agents, which means we get offered property opportunities first. This also means that agents trust our offers as being firm and strong because we have a reputation for performing on our deals.

A builder's quote to complete renovation/construction is then completed if required. If a repair or renovation quote is required, DDP will provide you with one from our preferred Handyman/Builder. If you would like another quote then you will need to address this yourself as we only provide one. This is then forwarded to the banks by the finance department if you are borrowing your construction costs. Finance is approved within the finance period outlined in your contract of sale, if there are any delays with finance being approved a finance extension is requested by our conveyance department. If in the unlikely event that the extension is not given then in NSW the contract is rescinded and .25% of the purchase price becomes forfeited. In other states and subject to your particular circumstances we will advise you.

If the property is to be renovated and is tenanted then we usually try to secure the property as vacant possession however if there is already a lease in place, and you decide to proceed regardless, then once the contract becomes unconditional one of the following things will happen:

- If the tenancy is periodic then we will issue a notice to vacate using the time frames of the state governing body or;
- If there is a fixed term lease in place then we will give the tenant an option to vacate early OR advise them that on expiry of the lease they will be required to leave.

By Default the selling agency attends to the final inspection of the property on your behalf, this is usually carried out prior to settlement. It is upto you to decide if you wish to inspect the property personally.

After settlement, construction and/or renovation commences and can take between 4 and 16 weeks depending on the work that is required. Near completion, you will be introduced to the property manager and they will find a tenant.

The entire process can take between 2 – 6 months depending on the particular property, client response speed and construction work to be completed.

Property Investing is a long term investment (approximately 10 years) to fully appreciate a property investment growth in value and as such past performance is not an indicator of future performance.

If you have any questions with respect this information please contact your DDP Business Development Manager.

**Section 47 NSW Property, Stock and Business Agents Act 2002 & QLD Fair Trading section 157 of the Property Occupations Act 2014 DISCLOSURE**

In relation to your proposed purchase of: an investment property

We set out below:

- The nature of our relationship with each person named below to whom we have referred you for professional services associated with the sale or purchase;
- the amount or value of the monetary or other consideration which we derive or expect to derive from each person.

<u>Name of person/entity</u>	<u>Nature of relationship</u>	<u>Amount or value of consideration</u>
1. General Insurance Brokers of Aust	Business	20% of the upfront commission received by GIBA
2. Keshab Chartered Accountants	Business	Nil
3. ATP Accounting	Business	20% of professional fees invoiced to client
4. Soul Finance (SF)	Business	30% of the upfront commission received by SF
5. Mortgage Reduction Advisory Services	Business	70% of the upfront and trail commission received by MRAS
6. Charter Conveyancing	Business	32% of the Professional fee
7. Advamode	Business	50%
8. Vogue Financial	Business	35% of the upfront commission & 35% on trailing comms.
9. PIMS QLD PTY LTD	Business	50% Ownership by DDP of the Property Management
10. Asset HQ	Business	One off 5% of Yearly Rent for property management
11. ABC Property Inspections	Business	Nil
12. Direct Property Solutions	Business	One off \$1800 for Granny Flat Builds
13. Capsican Design	Business	One off 3.5% of Renovation Invoice
14. Beyond Home Loans (BHL)	Business	15% of the upfront commissioned received by BHL
15. DDP Finance	Business	100% of the commission paid by the lender
16. Ishak & Associates	Business	NIL
17. Richardson Wrench Rooty Hill	Business	1 Weeks rent
18. N1 Finance	Business	30% of the upfront commission & 15% trail
19. Australian Tax Depreciation Svc.	Business	Nil
20. Loan Market	Business	50% of Upfront commission
21. My Granny Flats	Business	1% of construction cost
22. RUN Property Management	Business	1 week rent of the clients property
23. Smart Money Solutions (SM)	Business	30% of the upfront commission received by SM
24. Royal Conveyancing	Business	25% of the Professional Fees
25. Mitchell Brandtmann	Business	\$30 per client referral depreciation report
26. Shore Financial	Business	30% of the upfront commission received & 15% Trail
27. Napoleon & Richard	Business	25% of the Professional Fees
28. Allied Mortgage Corporation	Business	30% of the upfront commission received
29. Cover Planner	Business	30% of the upfront commission received
30. Sequoia	Business	20% of the upfront commission received
31. Mortgage Pro	Business	40% of the upfront commission received

32	Nyko Property	Business	4.4% of the sale price.
33	DDP Property Finance Pty Ltd	Business	100% of the upfront commission and trail

We also set out below the amount, value or nature of any benefit of which we are aware that a person to whom we have referred you has received, receives, or expects to receive in connection with the sale, or for promoting the sale, or for providing a service in connection with the sale, of the land.

<u>Name of person/entity</u>	<u>Capacity</u>	<u>Amount or value or nature of benefit</u>
1. General Insurance Brokers of Aust	General Insurance	General Insurance
2. Charter Conveyancing	Conveyancer	Legal Advice
3. Keshab Chartered Accountants	Chartered Accountant	Accounting Advise
4. ATP Accounting	Chartered Accountant	Accounting Advise
5. Soul Finance (SF)	Mortgage Broker	Mortgage Advise
6. Mortgage Reduction Advisory	Mortgage Broker	Mortgage Advise
7. Advamode	Financial Planning	Financial Advice
8. Vogue Financial	Mortgage Brokers	Mortgage Advise
9. PIMS QLD PTY LTD	Property Management	Property Management
10. Asset HQ	Property Management	Property Management
11. ABC Property Inspections	Building Pest Inspector	Building Advise
12. Direct Property Solutions	Builders	Granny Flat Construction
13. Capsican Design	Builders	Renovation works
14. Beyond Home Loans (BHL)	Mortgage Brokers	Mortgage Advise
15. DDP Finance	Mortgage Brokers	Mortgage Advise
16. Ishak & Associates	Conveyancer	Conveyancing Advise
17. Richardson Wrench Rooty Hill	Property Managers	Property Management
18. N1 Finance	Mortgage Brokers	Mortgage Advise
19. Australian Tax Depreciation Svc.	Quantity Surveyors	Depreciation reports
20. Loan Market	Mortgage Brokers	Mortgage Brokers
21. My Granny Flat	Project Management	Project Management of Granny
22. RUN Property Management	Property Managers	Property Management
23. Smart Money Solutions	Mortgage Brokers	Mortgage Advise
24. Royal Conveyancing	Conveyancers	Conveyancing Advise
25. Mitchell Brandtmann	Depreciation services	Depreciation reports
26. Shore Financial	Business	Mortgage Advise received
27. Napoleon & Richard	Business	Legal Advice
28. Allied Mortgage Corporation	Business	Mortgage Advise
29. Cover Planner	Business	Financial Advice
30. Sequoia	Business	Self-Managed Super Fund
31. Mortgage Pro	Business	Mortgage Advise
32. Nyko Property	Business	Property Developer
33. DDP Property Finance Pty Ltd	Business	Mortgage Advise