KOOYONGKOOT

SETTLEMENT GUIDE

1B KOOYONGKOOT ROAD HAWTHORN

ARTIST IMPRESSION

CONGRATULATIONS ON YOUR PURCHASE

This is an exciting time in your home-buying journey.

The Customer Care Team, led by Jackie Zandveld, is committed to guiding you through the settlement process and offering you a level of care and service beyond the expected.

Jackie Zandveld
M: + 61 438 812 800
E: Settlements@Kooyongkoot.com.au

THE SETTLEMENT PROCESS EXPLAINED

If You Require Finance — Follow Steps 1–6
Step 1 – Speak to a Broker

If you require finance to complete your purchase, we strongly recommend engaging with your broker or bank as early as possible to review your financial position and confirm your borrowing capacity.
Your broker or lender can guide you through available loan options, explain current lending requirements and help ensure you are well prepared for settlement. Starting this process early is important and can significantly reduce the risk of finance-related delays as settlement approaches.

Pomeroy Capital are experienced finance brokers who would be happy to assist you with your finance requirements and help you prepare for settlement.
Contact Dexter Saw: Dexter.Saw@pomeroycapital.com.au

Step 2 – Lodge Your Finance

Once you are comfortable with your loan structure, you can formally lodge your finance application. This will involve providing supporting documentation, such as income verification, identification and any required financial statements. Your lender will then assess your application and, once all requirements have been satisfied, issue conditional approval.

Step 3 – Bank Valuation

Your lender will arrange a valuation of the property to confirm its market value supports the loan amount. This is a standard requirement for all property purchases and is organised directly by the bank with the Customer Care Team. Formal loan approval is generally issued once the valuation is completed.

If Finance Is Not Required — Follow Steps 4–6
Step 4 – Pre-Settlement Inspection

Prior to settlement, you will be invited to inspect your new home. This is your opportunity to ensure the property has been completed in accordance with the Contract of Sale and to note any items requiring attention. Any defects or outstanding items identified will be managed in accordance with the contractual requirements and the applicable defect process.

Step 5 – Settlement Triggered

Once construction is complete and the required compliance documentation has been issued, settlement will be formally triggered in accordance with your Contract of Sale. Your legal representative will be notified, and the settlement date will be scheduled within the timeframe specified in your Contract of Sale.

Step 6 – Settlement Completed & Keys Collected

On the agreed settlement date, funds are exchanged between the parties and ownership of the property transfers to you. To ensure a smooth and seamless settlement experience, your Settlement Handover Pack which includes your keys, will be available for collection by appointment the day following settlement.

SETTLEMENT FAQS

1. WHO DO I CONTACT IF I HAVE A QUESTION ABOUT MY CONTRACT?
Any questions that relate to legal aspects of your Contract of Sale must be directed to your legal representative.

2. HOW WILL I KNOW WHEN SETTLEMENT IS DUE?
We anticipate settlement will likely commence in late October / early November 2026. This is dependent on the issuance of the Occupancy Permit and Registration of Titles. We will keep you informed as we move closer towards completion. Official notification of the precise settlement date will be advised to your legal representative. Please note that anticipated settlement dates are indicative only. The settlement date will be determined in accordance with the Contract of Sale.

3. WHEN WILL I RECEIVE MY STATEMENT OF ADJUSTMENTS OUTLINING HOW MUCH I NEED TO PAY AT SETTLEMENT?
Once settlement has been triggered the Vendor's solicitor at Gadens will finalise the Statement of Adjustments according to your contract and issue it along with all other legally required documentation to your nominated legal representative. This statement details all payments required to finalise settlement. The amounts most commonly include, but are not limited to:

- Amount owing on your apartment, i.e., total cost of apartment, less any cash deposit made.
- Adjustment for council rates
- Adjustment for water rates
- Adjustment for Owners Corporation fees
- Adjustment of Owners Corporation Insurance
- Adjustment of Land Tax
- Any initial connection fees for utilities
- If you have made a nomination, nomination fee in accordance with the contract.
- If deposit paid by bank guarantee, bank guarantee charges in accordance with the contract.

Please refer to your legal representative for further information.

4. WHAT GOVERNMENT CHARGES AM I LIABLE FOR WHEN BUYING OFF THE PLAN?
Most transfers of land in Victoria incur Stamp Duty. Although you may be entitled to stamp duty savings when purchasing off the plan, you will likely still be liable for some payment. The final amount of stamp duty payable will be confirmed by your legal representative prior to settlement. The amount owing is calculated based on government requirements and the saving you may be entitled to is based on the level of construction complete at the time of your purchase, amongst other things.
For further information, please contact your legal representative.

5. WHAT DO I NEED TO DO TO MAKE SURE I SETTLE ON THE DUE DATE?
We suggest you do the following to ensure you are ready for settlement:

- Contact your legal representative as soon as possible and advise that settlement is likely to occur in late October / early November 2026.
- Re-confirm your legal representative has your correct contact details so that settlement documentation which you need to sign can be provided to you.
- Ensure you have your finance in place.
- Please contact your financial institution or broker to discuss your finance options if you have not already done so.

6. WHAT HAPPENS IF I CANNOT SETTLE ON THE DUE DATE?
Under the contract of sale, penalty interest and delay costs may apply in the event you do not settle by the specified date. Protracted delays may also lead to the issuance of a default notice by the vendor, upon the expiry of which the contract may be terminated and the original deposit forfeited to the vendor.
Requests for settlement extensions need to be formalised via your legal representative for consideration. For further information, please contact your legal representative directly.

SETTLEMENT FAQS

7. WHAT IS A PRE-SETTLEMENT INSPECTION AND WHEN WILL IT BE?

Under the contract of sale, you are entitled to one inspection before settlement is due.

Pre-settlement inspections are anticipated to take place in October. The Customer Care Team will contact you directly to book this appointment and provide further details in relation to dates and times. Due to there being many inspections required to occur over a short period of time, opportunities for rescheduling will be limited. If you wish to discuss this further, you will have the opportunity when the customer care team contacts you.

8. I WILL NOT BE IN MELBOURNE FOR THE PRE-SETTLEMENT INSPECTION; HOW CAN I BE SURE MY APARTMENT WILL BE INSPECTED THOROUGHLY?

The developer has a team of dedicated professionals who are focused on ensuring its developments are built to the highest standard. Upon completion of Kooyongkoot this team will inspect each apartment prior to your inspection. If you are electing a representative to undertake the inspection on your behalf, we will require written authorisation and contact details (email & mobile number) for the person you have nominated.

9. WHAT HAPPENS IF I NOTICE A DEFECT AT MY PRE-SETTLEMENT INSPECTION?

We will ensure that the builder rectifies the defect/s as soon as practicable. We will have daily contact with the builder's representatives to ensure all defects are rectified as promptly and as reasonably possible. You will be supplied with further details regarding the post-settlement defect liability period in your Owner's Manual.

10. WHAT IS INCLUDED IN THE SETTLEMENT HANDOVER PACK AFTER SETTLEMENT?

Following settlement, you will receive a Settlement Handover Pack containing important information, documentation and items relating to your new apartment.

The Settlement Handover Pack will include your keys and Owner's Manual, which has been prepared to provide you with detailed information and instructions to help you understand, maintain and care for your new home. The Owner's Manual includes useful information such as sub-contractor details, floor and wall finish schedules, cleaning and maintenance instructions, warranties and other important information specific to your apartment.

11. WHERE CAN I COLLECT MY SETTLEMENT HANDOVER PACK?

Prior to settlement the Customer Care Team will confirm where your Settlement Handover Pack can be collected. When collecting your Settlement Handover Pack, you will be required to provide photo identification. If you are unable to collect the Pack personally, you may nominate someone to collect it on your behalf by providing written authorisation prior to collection.

MOVING IN & CONNECTING SERVICES

What do I need to know regarding connection of services?

Before you move in you will need to arrange for the electricity, gas hot water and internet services for your apartment to be transferred or connected in your name.

We will provide you with your new mailing address once confirmation has been received from Council, allowing sufficient time to arrange your services and redirect your mail.

Please note that electricity will be disconnected after settlement, and it will be your responsibility to organise the setup of your own account. It is recommended that you call respective service providers to set up your account prior to settlement to avoid any re-connection charges from service authorities.

- **Electricity**

Electricity is currently connected with Origin Energy; however, it will be disconnected after settlement. Prior to settlement, you can contact Origin Energy to arrange for the existing electricity account to be transferred into your name. Your National Metering Identifier (NMI) will be provided in due course to assist with this process.
Alternatively, you may choose to arrange your electricity with a retailer of your choice prior to settlement to help ensure continuity of service when you move-in.

- **Gas Hot Water**

Hot water is supplied via a central gas-fired hot water system located within the building and operated by Origin Energy. Each apartment is individually metered for hot water usage, with Origin Energy billing you directly for the hot water you consume. Your hot water service will be billed separately from your electricity account.

- **Water**

Yarra Valley Water is the water authority for Kooyongkoot. Water will be connected at settlement. As part of the settlement process, your legal representative will work with the vendor's solicitor to transfer the water account from the developer to you.
Once you receive your first paper bill from Yarra Valley Water you can update payment details and switch to email bills if you prefer. For further information, refer to the following link: CLICK HERE

MOVING IN & CONNECTING SERVICES

- **Internet & Telephone**

Broadband to your apartment is provided via the National Broadband Network ("NBN") which is a wholesale supplier. NBN provides super-fast internet using your preferred phone and internet provider. Please contact your preferred supplier to arrange your connection. For brand new developments, a phone and internet service provider may charge an NBN new development charge of $300 (inc. GST) which is payable by the end user.

- **Rubbish & Recycling Bins**

For your convenience, a rubbish and recycling bin chute is provided on every level of the apartment corridors. The building bin room is located in the basement.

- **Critical Measurements**

Lift Dimensions

- Car Internal Height 2,440mm
- Car Internal Width 1,240mm
- Car Internal Depth 1,970mm
- Door Width (open) 1,000mm
- Door Height 2,100mm

Apartment Entry Doors

- Height & Width Ground Floor, Level One & Level Two: 920mm x 2,400mm
- Level Three: enter via Lift

Car Park Entry

- Height 2,200mm

RECOMMENDATIONS & USEFUL CONTACTS

Owners Corporation
Engine Property Group has been appointed as the Owners Corporation Manager for Kooyongkoot. They will be fully established and available to answer any questions you may have once settlement has been triggered. We will provide further details in the lead up to settlement. For further information CLICK HERE

Owners Corporation Manager
Engine Property Group
E: kooyongkootFM@DistrictFMS.com.au
M: + 61 429 787 843

Finance Recommendations
If you require assistance with your finance, the following broker specialises in off-the-plan residential lending and can potentially tailor a finance solution to your specific needs. Even if you already have a broker, you might consider contacting Dexter Saw for comparison purposes only. CLICK HERE for more information.

Pomeroy Capital
Dexter Saw
Director
M: + 61 436 938 092
E: Dexter.Saw@pomeroycapital.com.au

RECOMMENDATIONS & USEFUL CONTACTS

Removalist Recommendations
To assist with the smooth transition into your new home, we recommend Peter Sadler Removals. This company is one of the most reputable move-in companies in Melbourne, and they have a very competitive rate and will provide 30% discount on boxes and packing materials. Simply mention KIN Property to receive the exclusive discount. As demand is high, we recommend booking early. Please see link to request a quote: CLICK HERE

Window Furnishings
Lovelight is the recommended window furnishing company for this project. Should you wish to discuss your window furnishing options in further detail, or you would like to book an appointment to have a customised consultation, please do not hesitate to contact them directly using the details below:

Lovelight
Contact: Christina Georgaloudis
E: christina@lovelight.com.au
M: + 61 494 658 331
T: 1300 763 171

Tax Depreciation Schedule
A depreciation schedule is a report that outlines the tax depreciation deductions available for a residential investment property.
The team at 41MPA can provide a comprehensive tax depreciation schedule to help reduce your taxable income, improve your cash flow and maximise the tax benefits available to you as a property investor.
If you are an investor and would like more information, please click the link below:
Tax Depreciation Brochure - Residential

INSPECTIONS EXPLAINED

Throughout the pre-settlement journey, we will contact you periodically with construction updates and information regarding upcoming inspections. The Customer Care Team will notify you when appointments may be made for access to your apartment for inspections.

In the interim, do not hesitate to contact the Customer Care Team with any questions at: Settlements@Kooyongkoot.com.au

VALUATION INSPECTION

Approximately 4 weeks prior to settlement, an invitation for valuation access will be issued. Your bank or broker will arrange the valuation and book access directly with the Kooyongkoot Customer Care Team.

A representative from the Customer Care Team will meet your bank's valuer on site and provide access to your apartment. Please note that this inspection is conducted solely for bank valuation purposes and purchasers cannot attend.

The valuer will assess the apartment and building to determine the market value of the property and will provide their report directly to your lender to support the finalisation of your loan approval.

PRE-SETTLEMENT INSPECTION

Your pre-settlement inspection is scheduled once your apartment is complete, typically a few weeks before settlement. A member of the Kooyongkoot Customer Care Team will be present to assist you during this inspection. This is your opportunity to review your apartment before settlement, so please bring a tape measure if you plan to take measurements for blinds, fridges, or other furnishings.

There is only one opportunity to inspect your apartment.

Inspection timings allocated are as follows:

45 MINUTES FOR 1 BED APARTMENTS
45 MINUTES FOR 2 BED APARTMENTS
60 MINUTES FOR 3+ BED APARTMENTS

No person under 18 is permitted on-site due to OH&S regulations.

If you are unavailable to inspect your apartment yourself, you may nominate someone to inspect on your behalf.

More details will follow in our invitations.

THE SETTLEMENT PROCESS & POST-SETTLEMENT PROCEDURES

Settlement is the official process of legally transferring a property from one person to another.

What happens on settlement day
Settlement day is when the legal transfer of the property takes place between the purchaser and the vendor. On this day, the purchaser's legal representative works with the vendor's representatives to complete the transaction electronically through PEXA. Once all documents are confirmed and the required funds are transferred, settlement is finalised and the property is officially transferred to the purchaser.

Role of the purchaser's conveyancer
The purchaser's legal representative manages the settlement process on the purchaser's behalf. They review all legal documents, liaise with the purchaser's lender (if applicable), ensure the balance of funds is ready for settlement, and complete the electronic transfer of the title. They will also confirm once settlement has successfully taken place.

Final payment of funds
Prior to settlement, the purchaser must arrange payment of the remaining balance of the purchase price. This is usually organised through the purchaser's lender and legal representative. On settlement day, these funds are transferred to the vendor through the electronic settlement platform PEXA as part of the final transaction.

When ownership officially transfers
Ownership of the property officially transfers once settlement has been completed and the funds have been successfully exchanged. At this point, the title is transferred into the purchaser's name and they become the legal owner of the property. The purchaser's legal representative will confirm once settlement has occurred.

KEY FACTORS TO BE CONSIDERED
Documents that need to be prepared:

- Bank documents – Letter of offer, mortgage etc.
- Solicitor documents – transfer of land, settlement statement

RATES AND TAXES
Outgoings – The adjustments for rates and taxes are calculated and paid to relevant government authorities. The vendor is responsible for rates up to and including the date of settlement. After settlement, the purchaser becomes responsible and needs to arrange for all the services e.g. water, electricity, internet to be connected to the property.

STAMP DUTY
This is a government tax calculated on the value of the property at the date of the contract of sale. This is usually payable at settlement.

DEFECTS
Although every effort has been made to ensure your apartment is ready for you to move in, you may still notice some minor defects once you take possession.

Should you find any issues with the building work in your new home, repair work may be covered by the:

- Builder's insurance;
- Owners Corporation Insurance.

DEFECTS LIABILITY PERIOD
As per your Contract of Sale, you are entitled to a defect liability period, in which the builder will rectify recognised defects. Espire Projects Pty Ltd is required to rectify any defects within the apartment.

Please note that damage caused by owners or tenants is not considered a building defect and will not be rectified by the builder.

Minor defects or outstanding items will not prevent or delay settlement and will be addressed in accordance with the applicable defect process.

Please also note that the defect liability period does not limit a purchaser's rights under the Contract of Sale or at law.

Further information regarding the post-settlement defect process will be provided in your Settlement Handover Pack.

OWNERS CORPORATION EXPLAINED

What is an Owners Corporation?

An Owners Corporation (OC) is responsible for managing and overseeing the affairs of the Common Property, which is automatically established when a plan of subdivision is registered with Land Use Victoria (Titles Office). The plan of subdivision identifies all the lots that are part of your OC.

Common Property refers to areas and structures shared by all owners, such as gardens, roads, and other communal spaces.

Anyone who owns a lot within the plan of subdivision automatically becomes a member of the OC. As an owner, you carry legal, financial, and ethical responsibilities toward the OC.

Each lot on the subdivision plan has a relative lot entitlement and liability, which is determined by an independent surveyor before the OC is officially established.

Lot entitlement represents a lot owner's share of ownership of the Common Property and determines voting rights whereas lot liability determines the proportion of the total costs an owner is required to pay to the OC.

Owners Corporation Insurance

Your OC has taken out a global insurance policy and as an Owner in your OC, you are a member of the OC global insurance policy.

The policy includes reinstatement and replacement of all buildings within the plan of subdivision (including your home), common contents (such as shared services) and public (legal) liability for the common areas.

Please note the global policy does not cover the following:

- Fittings (including carpets, light fittings and window furnishings);
- Contents; and
- Public liability for individual lots.

It is strongly suggested that each owner seeks advice on insurance to cover issues that may arise in their lot.

Artist Impression | Garden Residence Living Area

Disclaimer: This guide is general information only. All dates and estimates are indicative and subject to change. It does not form part of, vary or limit your Contract of Sale, which prevails in the event of any inconsistency. Obtain your own independent legal and financial advice.