

ALLDIS & COX (COOGEE) PTY LIMITED
61A – 65 FRENCHMANS ROAD, RANDWICK, 2031
(P O BOX 335, COOGEE, 2034)
PHONE: 9326 4488 FAX: 9326 4499

NOTICE OF GENERAL MEETING – STATUTORY INSTRUCTIONS
PLEASE READ AND OBSERVE THE FOLLOWING INSTRUCTIONS CAREFULLY:

VOTING

- A) (i) If the addressee is not a corporation, voting and other rights conferred By Schedule 2 may be exercised in person or by proxy.
(ii) If the addressee is a corporation, voting and other rights conferred by Schedule 2 may be exercised only by the company nominee in person, or by proxy appointed by the corporation.
- B) A vote at a 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.
- C) 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 the notice.

D) **PRIORITY VOTE** in relation to a Lot, means a vote by:-

- A) THE MORGAGEE OF THE Lot under a mortgage shown on the strata roll as having priority over any other mortgage, and over any covenant charge, shown on the strata roll in relation to the Lot, or
- B) The covenant charges of the Lot under a covenant charge shown on the strata roll as having priority over any mortgage shown on the roll in relation to the Lot, or
- C) The covenant charges of the Lot under a covenant charge shown on the strata roll without any mortgage being shown in the roll in relation to the Lot.

E) **QUORUM**

- 1) A motion submitted at a general meeting of an owners corporation must not be considered, and an election must not be held, unless there is a quorum present to consider and vote on the motion or in the election.
- 2) There is a quorum for considering and voting on such a motion or at such an election 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 subclause (2), is less than 2 persons the quorum is 2 persons entitled to vote on the motion or at the election.
- 4) If a quorum, as provided by subclause (2), is not present within the next half-hour after the relevant motion or business arises for consideration at the meeting, the meeting stands adjourned for at least 7 days.
- 5) If a quorum, as provided by subclause (2), 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.