

18 August 2016

STAN POGORELSKY  
181/1-15 FONTENOY ROAD  
MACQUARIE PARK NSW 2113

Dear Treasurer

**JULY 2016 VARIATION TO STRATA MANAGEMENT AGENCY AGREEMENT - CHANGES TO  
ADDITIONAL SERVICES FEES & CHARGES**

**Plan 52948 : 1-15 FONTENOY ROAD MACQUARIE PARK NSW**

As you may be aware, BCS Strata Management Pty Ltd reviews the additional service fees and charges in schedules B and D of your agreement in July each year. When doing so, we are conscious of the rising cost pressures on all strata schemes, associations and Building Management Committees and we do our best to keep any changes in line with inflation and industry standards. Albeit some increases are driven by changes in government legislation and new regulatory requirements.

This year, we have limited changes to Schedule B & D fees in the agreement to only 3%, with the exception of the "bundled disbursements".

Due to Australia Post's recent decision to significantly raise its standard postage rates, a 7% surcharge has been factored into the cost of the Owners Corporation's bundled disbursements. This surcharge can be easily removed if at least 75% of the owners in your scheme register their email address as their preferred method of contact for notices and correspondence. This will help reduce the postage costs and also assist in the efficient administering of your scheme by improving the lines of communication between your manager, strata committee members and owners. Our email authority form is available for owners to select email as their preferred method of communication. Please advise your strata manager if you would like us to send the email authority form to all owners.

BCS Strata Management Pty Ltd genuinely cares about your business, no matter how small or large your complex may be. We are currently undergoing exciting wholesale technology changes throughout the company so we can deliver to you state-of-the-art strata management, contractor management and accounting platforms. We are also building a 21st century 'easy to use' self service web portal and mobile apps for up-to-the-minute building management and notifications for repairs and maintenance. In addition, our new technology will enable your manager to be more mobile, so they can 'actively' manage your complex and meet with executive committees regularly.

If you have any queries about the information contained in this letter please do not hesitate to contact either your strata manager or myself.

Our very best regards.

**MIKE SMYTHE**

**BCS Strata Management Pty Ltd**