

DRAFT

Michael J. Dysart,
Architect,
10 Ocean Street,
WOOLLAHRA. N.S.W.

Dear Michael,

I would be pleased if you would prepare on behalf of the Urambi Association, at present a partnership, concept plans for the master planning of site on the attached plan marked in red.

The purpose of the concept plans will be to enable members of the association to decide on the broad policy questions concerning the development of the site. On selection of the concept plan considered most appropriate by the members I would be pleased if you could develop the chosen concept sufficient to obtain approval in principle by the NCDC, and if necessary the Department of the Capital Territory.

It is anticipated that such approval will require consideration of the position and nature of services, the provision for vehicular access and collection of garbage, broad principles of landscaping and major principles of civic design to be adopted.

In the event of the association proceeding with the project your fees for the master planning project will presumably be included in the project fees as per the Institute of Architects' scale. We will need to consider whether the fee scale for repetitive housing would be applicable in this instance.

In the event that the association does not proceed with the project or does not proceed with you as architect your fees would be charged at the appropriate rate per hour in accordance with the Institute's scale; the fees so charged not to exceed \$ 200.00

Yours sincerely,

THIS AGREEMENT is made on the _____ day of February 1974 between the people whose names addresses and signatures are set out in the schedule. In this agreement they are referred to as the members. That phrase refers to people who become members at any time before the date of despatch of the letter of instructions or brief referred to below. Any act of a joint membership must be unanimous to be effective, and a joint membership shall be one membership for the purposes of this agreement.

PREAMBLE

- A. The members have decided (as is shown by their signature of this agreement) to contribute \$40.00 each to a fund to be applied as set out below.
- B. The Department of the Capital Territory and the National Capital Development Commission have indicated that certain land at Kambah in the Australian Capital Territory will be made available for a multi unit housing venture.
- C. The members have decided to apply the fund referred to in A above towards the cost of preparing preliminary design drawings for that multi unit housing venture.

IT IS AGREED that the fund will be applied towards the cost of having an architect prepare design drawings for the venture subject to the following conditions -

1. _____ or in the case of his or her incapacity _____ shall be trustee of the fund.
2. The trustee of the fund shall deposit the fund and any contributions to it in a bank account in his name as trustee for " _____ " and shall not draw on the fund save to pay the remuneration including expenses of the architect or otherwise at the direction of a majority of the members for the time being.
3. Before any instructions are given to the architect selected by the members a resolution referring to a specific letter of instructions or brief to the architect must be confirmed in writing by a majority of the members.
4. The letter of instructions or brief shall stipulate a maximum remuneration inclusive of expenses which shall not exceed the amount of the fund at the time of the despatch of the letter or brief.
5. Before the date of despatch of the letter of instructions or brief a person may become a member by subscribing his or her name address and signature to the schedule to this agreement as a contribution to the fund.

6. Any design drawings or other material produced by the architect shall be the property of the members jointly. Any surplus of the fund remaining after payment of the remuneration and expenses of the architect shall be distributed equally among the members whatever the date of their contribution to the fund.

THE SCHEDULE

Name	Address	Signature