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SOLICITORS AND NOTARIES
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M.L.C. BUILDING, LONDON CIRCUIT, CANBERRA CITY, A.C.T.

Postal Address: P.O. Box 220 Civic Square, Canberra A.C.T. 2608

Telephone: (062) 48 5222

Telegrams: SJS, Canberra

Telex: 62643

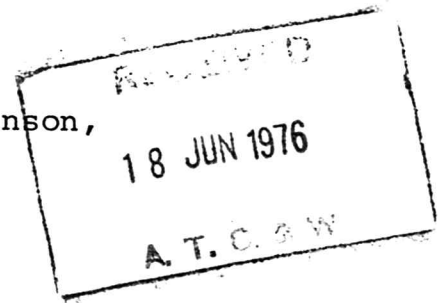
CDE C10

Our Ref. RBT:MC

Your Ref. RM.8316

Date 17th June 1976

Messrs. Abbott Tout Creer & Wilkinson,
Solicitors,
C.D.E. C22,
CANBERRA.



Dear Sirs,

re: McCarthy from Urambi - Unit 5

Our client has not yet had approval to his second mortgage although he is actively pursuing the matter. To avoid the present situation where we have to make repeated requests to you for extensions of time we wonder whether the contract can be left on the present basis on the assumption that we will advise you as soon as our client receives more news about his second mortgage application and on your assurance that you client will not seek to determine the contract in the meantime.

Yours faithfully,

Davies Bailey & Cater

ABBOTT TOUT CREER & WILKINSON
SOLICITORS

CANBERRA:
DAVID C. D. HARPER, B.A., LL.B.

PAMELA M. COWARD, B.A., LL.B. (ASSOCIATE)

SYDNEY:
JAMES NEILL CREER
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92-96 NORTHBOURNE AVENUE
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AND AT 60 MARTIN PLACE SYDNEY

TELEGRAPHIC & CABLE ADDRESS
"ABATOUT," CANBERRA

TELEPHONE: 49-7788
CANBERRA DOCUMENT EXCHANGE 22

PLEASE ADDRESS ALL CORRESPONDENCE TO
P.O. BOX 828
CANBERRA CITY, A.C.T. 2601

YOUR REF.
OUR REF. RM.8316

25th June 1976

The Secretary,
Urambi Co-operative Community Advancement
Society Limited,
P.O. Box 666,
CIVIC SQUARE A.C.T.

Dear Sir,

re: URAMBI TO McCARTHY - UNIT 5

Please find enclosed a photostat copy of a letter we received from Messrs. Davies Bailey & Cater in connection with the proposed sale of Unit 5 to Mr. McCarthy.

We seek your instructions regarding the contents, and look forward to receiving them as soon as possible.

Yours faithfully,

ABBOTT TOUT CREER & WILKINSON

Per:

JWare

Received 26/1/77 JFW

Mail to Damours

c/- Executive Branch,
Department of Foreign Affairs,
CANBERRA, A.C.T. 2600

25 January 1977

Mr David Watson,
Urambi Cooperative Community
Advancement Society Ltd.,
P.O. Box 666,
CIVIC SQUARE, A.C.T. 2608

Dear David,

I refer to our conversation of 24 January regarding Unit No. 5, Urambi.

I set out the following points to record my understanding of arrangements regarding settlement and other aspects of the handover.

(i) Unit 5 should be ready for occupancy about the end of March 1977.

(ii) Prior to that date, a certificate of fitness will be issued after which 28 days are allowed to elapse before settlement.

(iii) Carpets may be laid and curtains put in seven days before settlement on agreement between my solicitor and the Society's solicitor.

(iv) Prior to my departure I will be receiving a quote from you for built-in cupboards in bedrooms nos. 1 and 2. If I accept that quote, your solicitor will add that amount to the sale price and advise my solicitor of that addition.

(v) The brickwork associated with the fireplace will be completed before the certificate of fitness is issued. However the chimney, etc. may be put subsequent to the issue of that certificate.

(vi) A copy of the fire insurance certificate will be sent to my solicitor, Mr Bruce Topfer, Davies, Bailey and Cater, P.O. Box 220, Civic Square, A.C.T. 2608 (Tel: 48 5222).

No. Before
practical completion

2.

I wish to advise that I have made or will make the following arrangements regarding the above:

(i) Mr Topfer will have a full power of attorney to complete all financial transactions on my behalf related to settlement.

(ii) My house agent, Mrs Dell Flanagan, 4 Eyre Chambers, Eyre Street, Kingston, A.C.T. 2604 (Tel: 95 6997) will:

(a) arrange for the unit to be measured for carpets and curtains shortly before or after the certificate of fitness is issued;

(b) following advice from Mr Topfer, arrange for curtains to be hung and carpets to be laid seven days before settlement;

(c) inspect the premises before settlement;

(d) inspect the premises ninety days after settlement;

(e) arrange sub tenancies, installation of telephone; electricity; gas; materials for garden, etc.

Should be done within 90 days so that maintenance items can be listed

I believe what issues that are likely to arise can be adequately addressed on my behalf to either Mr Topfer or Mrs Flanagan. For purposes of newsletters, etc. my address should be:

c/- Department of Foreign Affairs,
CANBERRA, A.C.T. 2600
(Damascus Bag)

With best wishes,

Yours sincerely,



(John McCarthy)

c.c. Mr Topfer
Mrs Flanagan

Sales

DAVIES, BAILEY & CATER
WITH
STEPHEN, JAQUES & STEPHEN
SOLICITORS AND NOTARIES
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→ Mr Watson
for action.

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Telephone: (062) 48 5222 Telegrams: SJS, Canberra Telex: 62643 DX5610 Canberra

Our Ref. RBT:RE

Your Ref.

Date 9th February, 1977.

The Secretary,
Urambi Co-operative Community
Advancement Society Limited,
P.O. Box 666,
CIVIC SQUARE. A.C.T. 2608.

10/2
L

Dear Sir,

House No. 5 "Urambi" - J.P. McCarthy

We acknowledge receipt of your letter dated the 9th February and return copy letter duly signed authorising the supply of cupboards to the master bedroom and bedroom 2 at a cost of \$700.00.

Yours faithfully,

James Bailey Cater

9 February 1977

Mr Bruce Topfer,
Davies Bailey and Cater,
P.O. Box 220,
CIVIC SQUARE A.C.T. 2608

RE: House No. 5 Urambi - McCarthy

Confirming my phone conversation with Mr McCarthy on 3rd February, the cost of providing cupboards to the Master Bedroom and Bedroom 2 in the above house is \$700, as these items are in addition to the plans and specifications for the house.

Supply of cupboard to each of	
Master Bedroom and Bedroom 2	\$700.00

This amount is additional to the contract price of \$37,872.⁵⁰ in accordance with Clause 2(b) of the contract, and is not subject to the rise and fall clause.

If you wish the architect to be instructed to provide the above, please return a signed copy of this letter to the undersigned, if possible by close of business Friday 11th February 1977.

Yours sincerely,



D.J. Watson
(Board member)

Signed: 

Date: 9/2/77

Legal file $\frac{p}{3}$ L

**ABBOTT TOUT CREER & WILKINSON
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CANBERRA:
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~~PAMELA M. COWARD, B.A., LL.M. (ASSOCIATE)~~

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P.O. BOX 828
CANBERRA CITY, A.C.T. 2601

YOUR REF.
OUR REF. **RM. 8316 (GP)**

Mr Warkon

See attached L

2nd March 1977

The Secretary,
Urambi Co-operative Community Advancement
Society Ltd.,
P.O. Box 666,
CIVIC SQUARE A.C.T. 2608

Dear Sir,

re: URAMBI TO MCCARTHY - UNIT 5

We have been advised by Davies Bailey & Cater,
Solicitors for Mr. McCarthy that his loan approval will
expire early in March if not taken up. We should be
glad if you could give us a more specific indication of
the date for completion of Unit 5 than the date contained
in the last newsletter.

Yours faithfully,

ABBOTT TOUT CREER & WILKINSON

Per:

Robert

Legal file.

10 March 1977

Abbott Tout Creer and Wilkinson,
P.O. Box 828,
CANBERRA CITY A.C.T. 2601

Your ref: RM 8316 (GP)

Dear Sir,

Re: Urambi to McCarthy - Unit 5

The Board has been advised by Stocks and Holdings by letter of 3 March 1977 that it can expect building certification to be issued on 21 March 1977. This commences the 28 day period in which the Board requires settlement.

The unit is expected to be practically completed by the builder to the architect's satisfaction in the first half of April.



C.M. Lang
Secretary

ABBOTT TOUT CREER & WILKINSON
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SYDNEY: ROBERT JOHN McCOURT, B.A., LL.B.
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CANBERRA CITY, A.C.T. 2601

YOUR REF.

OUR REF. RM.8316

23rd May, 1977.

The Secretary,
Urambi Co-operative Community Advancement Society Limited,
P.O. Box 666,
CIVIC SQUARE, A.C.T. 2608

Dear Sir,

Re: SALE OF UNIT 5 TO McCARTHY

We confirm that settlement of this matter was effected on the 26th April 1977. A settlement statement giving financial details of the transaction is enclosed.

As you are aware, the rates on the unit had not been paid at the time of settlement, and accordingly an appropriate undertaking was handed over at settlement. No doubt you will sort this matter out with purchasers in due course.

We have notified the Department of the Capital Territory of the change of ownership of the unit, and all future rates and notices should be forwarded to the new owners at their home address.

We enclose a memorandum of our costs and disbursements for acting for you on this sale.

Yours faithfully,

ABBOTT TOUT CREER & WILKINSON

Per:



CONSULTANTS
SIR M. J. STEPHEN
N. R. CONROY

PARTNERS
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Telephone: (062) 48 5222 Telegrams: SJS, Canberra Telex: 62643 DX5610 Canberra

Our Ref. GFS:GCG Your Ref.

Date 17th August, 1977.

18/8

L

The Chairman,
Urambi Co-Operative Advancement
Society Limited,
P.O. Box 666,
CIVIC SQUARE. A.C.T. 2608

Dear Sir,

Re: Unit No. 5 - John Phillip McCarthy

We act for Mr. McCarthy and have been informed by his agent, Mrs. D. Flanagan phone 956997, that there is a problem arisen in the unit with the toilet door.

We should be pleased if you could make arrangements with Mrs. Flanagan to rectify the problem.

Yours faithfully,

Davies Bailey & Cater

EV

CONSULTANTS
SIR ALASTAIR STEPHEN
N. R. CONROY

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Our Ref. GFS:GCG Your Ref.

Date 13th September, 1977.

The Property Manager,
Allen Curtis & Partners Pty. Ltd.
Real Estate Consultants,
24 Morrissett Street,
QUEANBEYAN. N.S.W. 2620



Dear Sir,

Re: J.P. McCarthy - Unit 5 Units Plan 119
Urambie Village

We enclose a cheque for \$44.88 being our clients share of the levy declared by the Proprietors of Units Plan No. 119.

Would you please note your records that all correspondence concerning this unit should be sent to our client care of this firm.

We enclose a reply to your Memorandum of the 29th August.

Would you please forward to us details of the insurance policies held by the Body Corporate.

Yours faithfully,

David Bailey Cater

Members file

DAVIES, BAILEY & CATER

STEPHEN, JAQUES & STEPHEN

SOLICITORS AND NOTARIES

CANBERRA • SYDNEY

CANBERRA HOUSE, MARCUS CLARKE ST., CITY A.C.T.

Postal Address: P.O. Box 388, Canberra City A.C.T. 2601

Telephone: (062) 48 5222 Telegrams: SJS, Canberra Telex: 62643 DX5610 Canberra

Our Ref. RBT:MC

Your Ref.

Date 8th December 1977

14/12

L

ASSISTANTS
SIR L. CASTAIR STEPHEN
MR CONROY
T C LEM WALKER

PARTNERS
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S J HOWARD
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H C COOMBS
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R V CATER
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P M CLARK

SENIOR ASSOCIATES
M E REID
J E DAVIES
E O MATHEWS

The Secretary,
Urambi Co-operative Community
Advancement Society Limited,
P.O. Box 666,
CIVIC SQUARE. A.C.T. 2608.

Dear Sir,

re: Annual General Meeting 1977 - Chairman's Report

Thank you for your notice of this meeting sent to us on behalf of our client, Mr. J.P. McCarthy.

Would you please let us have a copy of the Chairman's report as soon as this is available.

Yours faithfully,

Javier Bailey, etc

Am sending copy

L 19/12/77

Guy Robert
No 5.

Urambi Village Body Corporate
Committee,
c/o 20 Urambi Village
2 August.....1981

Dear Guy.....

In the undated Urambinews which appeared in mid-March, the Body Corporate Committee published its intention to survey tree plantings so that some of those which may, in time, prove costly to remove, should be identified & notified now.

The reasons for which particular trees are being recommended for removal are:

- that the tree is planted too close to a building and will damage footings, walls and facilities if allowed to mature;
- that the tree will damage drains or other facilities if allowed to mature;
- that the overcrowding of specimens will spoil the development and shape of individual trees, and that thinning is required.
- that other residents' views and amenity will be adversely affected if the tree is allowed to mature.

In your case, we suggest that.....the two eucalypts next to the wall of House No 3 be removed......

The underlining above indicates the appropriate reason(s).

If you wish, we can arrange for this to be done with or for you by one of the resident "experts".

Please contact me if you have any problems or queries.

Yours sincerely,

Ann Ryan
SECRETARY