

**Management Plan**  
**Unit 612, Lot 82,**  
**Johnson Court,**  
**23 Adelaide Street, Fremantle**

Owner, intends to short term lease his unit using social media platforms Booking.com, Air Bnb and **SmartstayWA**. The latter also being the management company for the unit, however, owner completes all maintenance, cleaning, directions for guest issues and trades if and when required. Although SmartstayWA manages the unit on my behalf, all issues other than bookings are dealt with by the owner, whom is onsite within 15 minutes and lives close by in Bicton.

The business operates on a **minimum stay of 2 nights** although primarily runs 3-to-7-night stays on average. We do not allow 1-night stays. All bookings are secured by credit card.

The unit has Wifi access, a 65 inch Smart TV, Google Speaker, Dish washer, Microwave and all other normal household accessories. The unit has a dual - fire and carbon monoxide monitor. The unit has a gas stove and hot water system, with a large capacity hot water boiler in a secure / easily accessible closet inside the unit. All power AC in this building are located in the stairwells nearest the unit.

#### **Hours of Operation**

Check-in is 3pm  
Check-out 10am

SmartstayWa handles bookings and provides check in details as well as access and parking details to the guests. SmartstayWA also covers the units 'House Rules' of access, noise, respect for others, garbage disposal and a **24/7 phone number for emergencies** and issues with the unit. Issues in turn are forwarded to myself as required. Essentially the guests are aware to contact the management company whom in turn contact myself only where needed, thus operates like a limited concierge for the unit specifically.

**Parking** is on site and accessible from the rear of the building on Josephine Street (East side of the building) in Car Park Gate 1. **Access** - Guests are provided a lock box number which is located at the front gate (west side of the building) on Adelaide Street opposite Chemist Warehouse. Inside the lock box are the unit keys as well as front gate access dongle and parking dongle. 2 dongles. The unit itself has an electronic keypad entrance with codes generated by myself, the owner, and provided to SmartstayWA. The dongles give access to the building and parking areas. The Gated Secure parking wraps around the building from the East rear entrance on Josephine street to the west side. Parking Area 1 is provided for guests staying at Johnson Court only. Parking 2 (elevated) and 3 stretching to the west side are for owner occupiers and spaces rented out by the committee only.

Unit 612 is a **2-bedroom 1 bathroom** unit, **accessible by the elevator on the 6<sup>th</sup> floor**, sleeping a **max of 4 people**. **Toilet** / Shower facilities are within the unit. The unit has a secure screen door as well as main door. Main door has both manual and electronic lockable capability.

The unit's contents are covered by **Allianz Insurance (landlords Insurance)** to a value of \$42000, for damage, theft, flooding. The insurance covers all flooring, electronics, furniture, fixtures and fittings. The building itself carries insurance managed through the committee and ESM Strata.

There are no additional **employees for the unit** apart from both my wife and I for cleaning and the SmartstayWA booking / Management staff.

**Instructions for access** of the building are provided by SmartstayWA and once inside the building it is well lit and has directions for access, **fire and safety** instructions, wide staircases to access all floors, **Muster station** information as well as notices regarding noise and respect for other guests and owner occupiers.

The building has excellent and **brand-new facilities** for laundry, 2 x elevators, recently upgraded balustrades on all floors, 2 stairwell fire exits, one at either end of the building as well as newly installed lighting on all floors and surrounds such as the outside laundry drying area, bike shed, lawns, car parking and Bin areas. The building operates an efficient recycling procedure through containers for change.

Please see attached Building Site Plan as well as unit 612's Floor plan.

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