

HOME OWNERS MANUAL

18 MACPHERSON ST.

WARRIEWOOD

For more than 35 years, Sunland has pursued a path of creating inviting, engaging and enduring communities. Our commitment to design excellence strives to create balance and harmony with the surrounding environment to inspire vibrant spaces influenced by art, beauty and human values – a pioneering spirit, redefining the experience of ‘HOME’.

Along this journey, Sunland has received numerous awards from our industry and peers for our contribution to Australia’s urban landscape. This commitment to creating ‘Architecture as Art’ is evident across our entire portfolio, enabling us to create vibrant communities.

Every Sunland home is designed and crafted to create a synergy between the built and natural environment. This focus also extends beyond the home to the broader community, where Sunland has pioneered the concept of urban artscape and landscape design. At Sunland, we recognise the need for communities to have a unique identity where sensitive urban planning, architecture, art and open space converge to create a sense of unity and place.

We warmly welcome you to your new home at 18 Macpherson Street. We hope this manual provides you with useful insights and information as you settle in to your new community.

Yours sincerely

A stylized, handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Sahba Abedian
MANAGING DIRECTOR | SUNLAND GROUP

**CONGRATULATIONS AND WELCOME TO YOUR
NEW HOME AT 18 MACPHERSON STREET.**

Created by the award-winning Sunland Group, 18 Macpherson Street presents a community of 79 premium terrace homes adjoining the Narrabeen Creek in the heart of Warriewood.

Conveniently located only minutes from local beaches and retail centres, 18 Macpherson Street embodies contemporary elegance, expressed through exquisite architecture, intimate garden settings, and a beautifully landscaped park located only a short walk from every home.

Blessed by both climate and location, Sydney's Northern Beaches are a mosaic of unspoiled coastlines and national parks, fringed by vibrant coastal communities. Warriewood is ideally positioned at the centre of this growth, close to the region's key employment, education and retail hubs, local nature trails and beaches.

18 Macpherson Street is located only minutes from Warriewood and Narrabeen's patrolled beaches and the convenience of local shopping and infrastructure, including the newly-redeveloped Warriewood Square. Excellent child care centres and 11 local schools are also close by, together with local parks and playgrounds, nature trails, lakes and wildlife.

**“The mother art is
architecture. Without
an architecture of
our own, we have
no soul of our own
civilization.”**

FRANK LLOYD WRIGHT

To aid you in familiarising yourself and settling into your property, we have created this Home Owners Manual. It contains information that will assist you with moving into your residence, connecting to utilities and general information regarding emergency contacts, local information and much more. You will also find details about fixtures and appliances, as well as general care and maintenance guidelines. Please read the manual carefully so you can familiarise yourself with all the lifestyle benefits your new home has to offer and to ensure it is maintained to its original condition.

DISCLAIMER

INSTRUCTIONS CONTAINED IN THIS MANUAL ARE INTENDED TO ASSIST YOU IN FULLY ENJOYING YOUR NEW HOME. THEY WILL COVER MANY, BUT NOT ALL POTENTIAL CIRCUMSTANCES THAT MAY ARISE. WE RECOMMEND THAT YOU REFER TO THE MANUALS PROVIDED BY THE PRODUCT MANUFACTURER FOR INFORMATION ON APPLIANCES, FOR FINISHES AND FITTINGS, PLEASE ENSURE THAT YOU REFER TO THE INFORMATION CONTAINED HEREIN FOR THE CARE OF THESE ITEMS. WHILST WE ENDEAVOUR TO MAINTAIN A HIGH LEVEL OF SERVICE AT ALL TIMES, THIS INFORMATION IS PROVIDED BY THIRD PARTIES AND SUNLAND GROUP WILL NOT BE HELD LIABLE FOR ANY OMISSIONS OR THE MATERIAL OR INFORMATION HEREIN. FAILURE TO FOLLOW THESE CARE AND MAINTENANCE INSTRUCTIONS MAY VOID ANY WARRANTIES. SPECIFIC PRODUCTS ARE REFERRED TO THROUGHOUT THIS MANUAL AND ARE NOT RECOMMENDATIONS OR ENDORSEMENTS OF THE PRODUCTS OR COMPANIES.

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CONTACTS

/1.1 EMERGENCY CONTACTS

Police _ 000
Ambulance _ 000
Fire Brigade _ 000

Refer to Section 6.1 for Post-Settlement Maintenance/
Warranty claims and Suppliers List.

/1.2 24-HR MEDICAL EMERGENCY CARE

Northern Beaches Hospital _ 02 9105 5000
Delmar Private Hospital _ 02 9982 7655

/1.3 AUTHORITY/UTILITIES CONTACTS

SES [State Emergency Service] NSW _ 132 500
Policelink Reporting of Non-Urgent
Incidents _ 13 14 44
Mona Vale Police Station, Pittwater Road _ 02 9998 0699
Electricity and Gas – AGL _ 131 245
Northern Beaches Council _ 1300 434 434
Sydney Water _ 13 20 92

/1.4 BODY CORPORATE

STM has been engaged as your Body Corporate
Manager for 18 Macpherson Street.

STM Strata Title Management
PO Box 2727, Taren Point NSW 2229
02 9266 2600
Brendan Fang _ brendanj@stratatitle.com.au

Your Body Corporate Manager will attend to all
issues of the Body Corporate in relation to administration,
secretarial, financial (including levies), body corporate,
By-laws and the statutory requirements relevant to the
government legislation. Further information on your
Body Corporate can be obtained from the website
www.stratatitle.com.au, or by referring to your
Disclosure Statement.

Please note that business hours for STM are Monday to
Friday 8:30am-5:00pm.

/1.5 SUNLAND GROUP

Level 9, 25 Bligh Street
Sydney NSW 2000

Client Relations _ 02 9210 2100
Maintenance Co-ordinator _ 02 9210 2100

Refer to section 6.1 for submitting a Post-
Settlement Warranty/Maintenance form.

MOVING IN

/2.1 MOVING IN/MOVING OUT CHECKLIST

Immediate Organisation

- Home and Contents Insurance
- Electricity, Gas and Water connection.
Refer sections 9.2, 9.3 and 9.4
- Telephone, Internet and Pay TV connection.
Refer section 9.1
- Redirection of mail by Australia Post
- Keys
- Order recycling and waste bins from Council.
Refer section 9.5

Home and Family

- Organise new paper delivery
- New school enrolments
- Transfer current school records
- Establish local doctor/dentist
- Transfer existing medical/dental records
- Update medical benefits office re: new address
- Transfer family youth activities (e.g. scouts, tennis etc)

Personal

- Insurance Company/Broker
- Bank Accounts
- Driver's License
- Credit Unions
- Credit Card offices
- Retail Accounts (i.e. department store cards)
- Electoral Roll
- Roadside Assistance Membership

/2.2 KEYS AND REMOTE CONTROLS

The following keys and remotes will be provided to you:

- Front door
- Window keys
- Aluminium sliding door
- Cavity sliding door (to garage if applicable)
- Mailbox keys
- Garage door remotes
- Awning remote

Should you require additional garage remotes, please contact the supplier directly.

AMENITIES

/3.1 PRIMARY & SECONDARY EDUCATION

Narrabeen North Public School,
Narrabeen _ 02 9913 7928

Sacred Heart Catholic Primary School,
Mona Vale _ 02 9999 3264

Elanora Heights Primary School,
Elanora Heights _ 02 9913 7283

Mona Vale Public School,
Mona Vale _ 02 9999 3481

St Joseph's Primary School,
Narrabeen _ 02 9913 3766

Narrabeen Sports High School,
Narrabeen _ 02 9913 7820

Pittwater High School,
Mona Vale _ 02 9999 4035

Mater Maria Catholic College,
Warriewood _ 02 9997 7044

/3.2 TERTIARY EDUCATION

TAFE NSW - Northern Beaches,
Brookvale _ 13 16 01

Macquarie University,
Macquarie Park _ 02 9850 7111

/3.3 HEALTHCARE

Warriewood Family Healthcare,
Warriewood _ 02 8914 9999

Gateway Medical Centre,
Mona Vale _ 02 9998 3400

Elanora Heights Medical Practice,
Elanora Heights _ 02 8397 8190

Mona Vale Hospital,
Mona Vale _ 02 9998 0333

Northern Beaches Hospital,
Frenchs Forest _ 02 9105 5000

/3.4 TRANSPORT/BUS

State Transit _ 02 8202 2200

transportnsw.info for bus timetables and trip planner

Sydney Buses _ 02 9997 1261

Manly Cabs _ 131 668

/3.5 SHOPPING PRECINCTS

Warriewood Square
Jacksons Road, Warriewood

Westfield Warringah Mall
Condamine Street and Old Pittwater Road, Brookvale

Pittwater Place
10 Park Street, Mona Vale

Woolworths Mona Vale
25-29 Park Street, Mona Vale

EMERGENCIES

/4.1 000 EMERGENCIES

At all times emergency services can be contacted by telephoning 000 for assistance. It is vital that you identify yourself, your location, the problem and the likely emergency service required.

/4.2 EMERGENCY PROCEDURES AFTER HOURS

Sydney Water (24 hour) _ **13 20 90**

AGL Gas and Electricity _ **131 245**

Ausgrid _ **13 13 88**

Or contact your preferred supplier.

Refer to Section 6.1 for Post-Settlement Maintenance/Warranty claims and Suppliers List.

/4.3 SMOKE DETECTORS

Smoke detectors have been installed in your property. Generally, they are located on the ceiling in the corridor near the kitchen or in the living area directly outside the bedrooms. They are connected to a 240V power supply via your switchboard, with a battery backup. Your smoke detectors will sound a localised alarm if smoke is detected in your property. They will not notify the Fire Brigade. Smoke detectors require weekly testing. Push and hold the TEST button for several seconds. To silence the alarm, press the HUSH button. The smoke alarm uses a 9V battery to automatically provide backup power to the alarm in the event of a power failure. Smoke alarms will beep intermittently when the battery is low, however batteries should be replaced once every year. April 1st is the recommended changeover date for batteries. For more detailed information, refer to the user instructions found in your warranty pack.

APPLIANCES

/5.1 APPLIANCE MANUALS & WARRANTIES

Information and warranties relating to the high quality appliances and systems within your new home are outlined in the manuals contained within your settlement pack. All home appliances, including your oven, cooktop, rangehood, dishwasher, air conditioning and hot water unit are covered by the manufacturer's warranty. If you discover that an appliance is not operating correctly or is faulty, please contact the manufacturer (for air conditioning, see note below). It is the property owner's responsibility to maintain these items and arrange repairs and maintenance if required. Failure to follow care and maintenance instructions may void any warranties. Repairs should be carried out by an authorised service company in accordance with the manufacturer's specifications.

Some manufacturers may require proof of purchase. Sunland's maintenance coordinator can provide this if required. However, please note that an appliance defect is not a building warranty issue and that Sunland has no control over manufacturers' servicing times and schedules.

NOTE: There is a 12 month electrical contractors installation warranty on air conditioning units and for the first year any air conditioning issues should be reported to Sunland Homes first before making a manufacturer's warranty call. It is recommended that all manuals and warranties are kept in a safe place within the home.

Garage Door

Your garage door has a 12 month warranty from installation. It is recommended that garage doors be serviced annually. This will keep the garage door in optimum condition and maintain motor warranty.

Please call Steel-Line Garage Doors to arrange an annual service on 02 9679 5200.

/5.2 ENERGY SOURCES

The energy sources of your appliances are as follows:

- Rangehood – Electricity
- Cooktop – Gas
(with Electricity provided for ignition)
- Oven – Electricity
- Dishwasher – Electricity
- Hot Water – Gas

MAINTENANCE

/6.1 MAINTENANCE AND WARRANTY

A pre-settlement inspection is offered to owners 1-2 weeks prior to settlement. Other maintenance items not identified at this time can form part of the Post Settlement Building Warranty Reporting Form.

Only one post-settlement maintenance form will be accepted. We encourage you to familiarise yourself with your residence for a short period of time prior to sending in the maintenance forms.

Warranty Periods

Building warranty work usually falls into two categories:

- Major defects warranty - valid for six years from practical completion.
- Minor defects warranty - valid for 24 months from practical completion.*

Practical completion is deemed as the date of the final building inspection by Council or Certifier – (please refer to www.fairtrading.nsw.gov.au for more details). Defects do not include damage by any owner, resident, or any other party.

*In the case where Sunland Group has sold the property 10 months post the practical completion date, the purchaser will be granted a minor defects warranty valid for three (3) months from the date of their settlement.

Making A Warranty Claim

In order to claim under these warranties, the owner must notify Sunland of such defects in writing via the Settlement Building Warranty Reporting Form provided to you in your settlement pack after settlement, or via email to the Maintenance Coordinator (refer below).

Tenants must refer any defects to the Property Manager who will contact Sunland.

Items arising out of fair and reasonable wear and tear remain the responsibility of the owner/occupier and are not covered by this warranty.

The owner or occupier must give Sunland and its agents access to the property during reasonable times (Monday to Friday between 7am and 3.30pm) to enable inspection of the defects and carry out the rectification works. A dedicated Maintenance Coordinator can be contacted through Sunland's office.

Email _ nswmaint@sunlandgroup.com.au

Phone _ 02 9210 2100

Items of a more significant nature (e.g. water leaks) should be reported immediately to Sunland's Maintenance Coordinator by phone, followed by confirmation in writing via email address above.

/6.2 ROOF LEAKS

Should a roof leak occur more than twelve months after settlement, Sunland Homes deem it to be the owner or tenant's responsibility to first rule out maintenance issues, such as a broken tile, installation of a satellite dish, or leaves in the gutters or valleys. In the event of Sunland Homes attending a leak which is deemed maintenance, then a call out fee may be charged.

/6.3 COMMON PROBLEMS AND REMEDIES/SUGGESTIONS

Your individual home is your responsibility. Should an issue arise, please refer to the table of common issues below and suggested remedies to solve them in the first instance, prior to contacting the Sunland Maintenance team.

PROBLEM	CAUSE	REMEDY/SUGGESTION
Power failure	Tripped at the meter board	<ul style="list-style-type: none"> - First check the meter board. - Has the circuit breaker been tripped to the off position? If so, reset. - If the problem persists, you may have a faulty appliance. Ensure all appliances are off and unplugged and try again.
	Your energy supplier	<ul style="list-style-type: none"> - If the power failure appears to be caused by the supplier, surrounding buildings will also be blacked out. - Has your power bill been paid?
Supplied appliances	Not working	<ul style="list-style-type: none"> - Check the circuit breakers are in the 'on' position. If not, reset and try the appliance again. - If the fault persists, refer to the operating manual. You may need to refer the problem to the manufacturer's service under your warranty (most appliances are covered for one year).
	General faults	<ul style="list-style-type: none"> - Refer to the instruction manual and warranty details covering the appliance.
Plumbing – cistern does not fill	No water supply	<ul style="list-style-type: none"> - Check the stopcock is turned on and water is entering the cistern (turn to the left to open).
Plumbing – cistern overflowing	Water level may be too high	<ul style="list-style-type: none"> - Ball float may be jamming. - The float arm may need adjusting. - Inlet valve rubber may not be sealing, debris may have gathered under the seal. Clear debris and replace. - Inlet valve rubber may need replacing.

MAINTENANCE CONT.

/6.3 COMMON PROBLEMS AND REMEDIES/SUGGESTIONS CONT.

PROBLEM	CAUSE	REMEDY/SUGGESTION
Locks	Defective lock	<ul style="list-style-type: none">- Please do not leave your key in the lock internally as this can jam the cylinder when entering your home.
Air-conditioning/heating	Not functioning	<ul style="list-style-type: none">- Check the meter board.- Was the circuit breaker tripped? If so, reset.- Ensure windows and doors are closed.- Ensure your air-conditioning unit has been serviced in accordance with the manufacturer's specifications.- Check manual and central control panel for error messages

/6.4 **FITTINGS AND FIXTURES – TRADE CONTRACTORS AND SUPPLIERS**

Listed below are suppliers of the standard fixtures and fittings within 18 Macpherson Street (excluding purchaser variations).

Trade Contractors and Suppliers

Air-conditioning

Supreme Air Pty Ltd
Ph 02 9648 3338
supremeac@netspace.net.au

Appliances

Harvey Norman Commercial
Ph 02 9710 4155
enquiries@au.harveynorman.com

**Bathroom and Tap Ware
(excludes Toilet Suite)**

Casa Lusso
Ph 07 5501 1500
info@casalusso.com.au

Toilet Suite

Plumbers Co-op
Ph 02 8118 6000
projects@pscoop.com.au

Benchtops

Caesar Stone
Ph 02 9426 0500
sales@caesarstone.com.au

Carpentry, Doors and Frames

Corinthian Industries
Ph 02 9673 7100

Carpet

Carpet Call
Ph 07 3489 1333

Door Hardware

Dormakaba Australia
Ph 1800 675 411
info.au@dormakaba.com

Electrical

Dias Electrical Contracting
Ph 02 4721 7057
cheryl@diaselectrical.com.au

Façade and Windows

Vista Windows
Ph 02 8783 9444
volkan@vistawindows.com.au

Hydraulic Services - Plumbing

CQ Solutions Pty Ltd
Ph 02 9614 6555
geraldine@cqsolutions.com.au

**Joinery (Kitchens, Laundries, Vanities,
Walk In Robes, Cupboards)**

Curved Interiors
Ph 02 9727 7373

**Mirrors, Shower Screens, Splashbacks,
Mirrored Robes**

Glasswarehouse
Ph 02 9825 9080
info@glasswarehouse.com.au

Tile and Stone Supply

Johnson Tiles
Ph 02 8795 0833
e.hitchings@johnsontiles.com.au

Timber Floors

Havwoods International
Ph 02 9922 2300
info@havwoods.com.au

CLEANING AND GENERAL CARE

/7.0 CLEANING AND GENERAL CARE

Your property has been constructed from high-quality materials, which must be cleaned and cared for regularly in the appropriate manner.

Some cleaning/general care hints are listed in this section. However, it is suggested that you consult a cleaning expert, materials/fitting manufacturer or cleaning product manufacturer to ensure correct procedures are applied. Ensure that the correct safety procedures are followed when using toxic or otherwise volatile chemical products.

/7.1 FAÇADE PRODUCTS

Powder Coating

Powder coating needs to be given a regular wash to remove dirt and grime and to keep it looking in top condition. As a general rule, cleaning should take place each six months. In areas where pollutants are prevalent, cleaning should be carried out more frequently, paying particular attention to areas that are not normally washed by rain.

Three steps to cleaning powder-coated surfaces:

1. Remove any loose deposits with a wet sponge rather than risk micro-scratching the surface by dry dusting.
2. Using a soft brush and mild detergent in warm water, clean the powder-coating to remove any dust, salt or other deposits.
3. Rinse thoroughly with clean, fresh water to remove any remaining detergent, etc.

CAUTION

The use of harsh solvents may damage the integrity of the powder-coating. It is recommended that you use methylated spirits or mineral turpentine on stubborn stains.

/7.2 PAINTED SURFACES

Quality paints have been used throughout your home. Proper care and cleaning must be carried out to ensure that the appearance and integrity of your paintwork is maintained. Avoid using excessive water and never use an abrasive cleaner or scourer. To remove dust, simply use a wall duster or feather duster and brush lightly. To remove minor marks wipe very lightly in a circular motion with a clean, damp, soft cloth. Soiled surfaces or light stains are best removed with a solution of

sugar soap in warm water – sugar soap can be found at most hardware stores. Brushes of any kind should NOT be used to remove stains on painted surfaces. Avoid using Blu Tac or adhesive tape on painted surfaces as they may leave stains or cause the paint to flake upon removal.

/7.3 LIGHT FITTINGS

Your home has been fitted with LED downlights. The supply must be isolated before any product maintenance or cleaning is conducted. Replacement of downlights shall always be the responsibility of the owner or tenant.

/7.4 JOINERY

Joinery surfaces will dent or scratch if treated roughly. Particular care should be taken when moving furniture or heavy objects in the vicinity of joinery. To clean the shelves and interiors of the cabinets, a liquid cleaner is recommended as it does not leave streak marks on the surfaces. Whenever stubborn spots occur that cannot be removed with a liquid cleaner, then the careful use of a cream cleaner is recommended. Avoid placing heavy objects in the centre of the shelves, especially in the wider units, as this will make the shelves bow. Heavy objects should be placed to the sides of the shelves.

/7.5 KITCHEN SINK

Scraping and banging metal kitchen utensils in the sink will gradually scratch and dull its surface, making the sink more susceptible to staining. Scouring material and harsh abrasives should NOT be used for cleaning stainless steel. The surface responds best to the gentlest cleaning methods. Frequent washing with water (preferably hot) is the recommended treatment, followed by rinsing with fresh water and wiping dry with a soft cloth or paper towel.

Avoid leaving ordinary metal items (e.g. metal cans) in the kitchen sink for prolonged periods of time, as these may mark the surface with rust from the item. Rust marks can be very difficult to remove without damaging the polished surface of the sink.

/7.6 **STONE BENCH TOPS**

Warranties will need to be registered. Please refer to the manufacturer's pamphlet located in your settlement pack.

Stone bench tops need little more than washing with cold water and a sponge, followed by wiping with a dry cloth. The surface should never be allowed to get dirty enough to require more thorough cleaning. Weekly cleaning is recommended to maintain the stone's appearance and should be repeated more regularly if required by the level of soiling. All spillages should be cleaned immediately to prevent any liquid/chemicals penetrating the stone's pores, and resulting in unsightly staining. Bench tops should not be used as food preparation areas/cutting boards, as the stone (whether natural or reconstituted) will eventually mark and stain. Food preparation should be carried out on cutting boards, which may be replaced when marked and stained.

With regards to bathrooms, ensuites and laundry applications, bleaches and mould-removing cleaning products should not be applied to any marble, limestone, granite and/or reconstituted stone. Care should be taken with toilet blues. Stains that cannot be removed from stonework by normal cleaning procedures should be addressed by a specialist.

To care for your stonework you should:

- Polish or reseal the stonework periodically as part of your routine maintenance.
- Ensure dirt and grease is not left to accumulate as damage and cracks to the surface may appear.
- Avoid harsh or abrasive cleaners.
- Remove spills immediately.
- Avoid acid-based products that will react with the calcium carbonate in the stonework and will damage the polished surface.
- Avoid the use of detergents with a high pH rating as they will attack the resin of the stonework.
- Use water to wash away all traces of cleaning products.
- Remove common dirt and soil daily – care must be taken to ensure any grit is quickly removed from the stonework as it can damage the surface.

CAUTION

Do not sit or stand on stone bench tops where there is a recess i.e. kitchen sink, hand basin or cook top.

The manufacturer's warranty will not be honoured for breaks in these areas.

/7.7 **REFRIGERATOR PLUMBING**

Residences have water plumbed to fridge cavities. It is a universal connection that any fridge can connect to. Instructions for plumbing connection should be available with your refrigerator instruction manual. Each fridge will be slightly different, and it may be beneficial to have a plumber connect this for you.

Where an integrated fridge has been provided, please refer to the manufacturer's instructions for care and maintenance.

/7.8 **FLOOR COVERINGS**

Carpet

Regular maintenance is required for carpets. Carpet cleaning should occur as follows:

- Carpet should be vacuumed weekly, or as required, to prevent dirt particles from getting into the carpet fibres.
- Spot cleaning should be undertaken immediately after soiling by spillage or dirt; use a warm, damp, clean cloth
- When using carpet-stain removers, you should ensure the manufacturer's instructions are followed at all times.
- Periodic deep cleaning of carpets by carpet-cleaning experts is also recommended (at least annually).
- Regular maintenance is required for carpets.

Timber Floors

Engineered wood flooring pre-finished with a lacquer gives it a smooth, easy-to-clean surface. With any wood product it is wise to limit the amount of water that is used and regular vacuuming is recommended to control dust and prevent particles of grit from being walked into the surface.

Periodically the floor can be cleaned with a well-wrung mop or spray mop system (recommended). Use a neutral detergent, maximum pH 8. Ensure that any water that is applied becomes dry within one minute. A spillage is unlikely to mark your floor if wiped up immediately.

Refer to the manufacturer's care and maintenance guide for more information.

/7.9 FLOOR/WALL TILES

Please take care when moving about on stone and ceramic tiled floors, as they can be extremely slippery when wet. The ease of maintenance of any tiled surface is dependent on both the colour and texture of the surface. Regular maintenance of all tiled surfaces should be undertaken to avoid the need for aggressive chemical products.

- DO NOT clean tiles with acid.
- DO NOT clean tiles with any abrasive materials.
- DO NOT place potted plants directly on to tiled areas and remove any residue immediately before staining occurs.

Use specifically designed cleaning detergents only.

/7.10 SHOWER AREAS

Due to the constant use of shower areas, regular cleaning is advised to avoid heavy-duty cleaning, and for hygiene purposes. Routine build-up can be removed with most all-purpose cleaners, while hard-water deposits are best removed with a solution of white vinegar and water. Bacteria and mould can develop due to the damp nature of shower recesses. This can be removed by wiping down the areas with a chlorine bleach product. Apply according to the manufacturer's instructions and rinse with clear water.

CAUTION

When using bleach products caution should be taken and it should never be mixed with ammonia. Always use chlorine in a well-ventilated room.

/7.11 SHOWER SCREENS

Hinges and other hardware

The best way to maintain hinges and other hardware is to wipe them down after every use. If the hardware is kept clean, it will not collect mineral deposits that require the use of soap solution to remove. After showering, use a dry towel to thoroughly dry the hinges. If you are unable to dry the hinges after every use, a weekly clean is suggested. Use a mild soap and warm water mixture and a soft, non-abrasive cloth. After you have cleaned the hardware, rinse it thoroughly with clean, warm water and dry.

WARNING

NEVER USE ABRASIVE CLEANSER OF ANY KIND ON HINGES AND OTHER HARDWARE. MANY OF THE COMPONENTS ARE COATED WITH A CLEAR LACQUER THAT WILL BE IRREPARABLY DAMAGED IF SUBJECTED TO HARSH ABRASIVE CHEMICALS OR SCRUBBING DEVICES.

Glass

It is important to keep your glass clean. Glass that is neglected will accumulate water spots, which will eventually turn into mineral deposits. The best way to keep your glass free of potentially damaging water spots is to squeegee the glass after every use. Regular cleaning, rather than allowing deposits to accumulate, will save you a great deal of work. Do not use any abrasive or cream cleaner.

/7.12 MIRRORS

Mirrors require special care in cleaning. Do so by wiping over the surface with a few drops of methylated spirits on a damp cloth. Polish the surface dry with a lint-free cloth. Some proprietary glass cleaners, if used to excess, can cause damage to the silvering, as can excessive amounts of water. Make certain when cleaning the face of the mirror that there is no contact with the silver backing, particularly at the edge of the glass, and be careful to keep any moisture away from the paint backing of the mirror. Do everything possible to ensure that the cleaning cloths used are free of abrasives.

/7.13 BATH/BASINS

Your bath and basins should be cleaned regularly with non-abrasive household cleaners and plenty of water. Beware of scratching the surface of the bath/basin with abrasive products and cleaning utensils. Do not step into the bath or shower with shoes on, as grit may scratch the polished surface.

If products inclusive of, but not limited to, the following come into contact with your bath/basin, chemical damage/staining may also occur:

- Iodine
- Mercurochrome
- Shoe Polish
- Hair Dye
- Bleach
- Nail Polish/Remover.

Spills from products such as aftershave lotion, hair lacquer, mineral turpentine, white spirit, kerosene, aerosol propellants and insecticides should be removed immediately to avoid discoloration.

/7.14 SANITARY HARDWARE – INCLUDES TAPS, SPOUTS AND SHOWER ROSES

Chrome and powder coated sanitary hardware should be cleaned regularly with household/specialist stainless cleaners and plenty of water. Beware of scratching the surface of the hardware with abrasive products and cleaning utensils.

If products inclusive of (but not limited to) the following come into contact with your hardware, chemical damage/staining may occur:

- Iodine
- Mercurochrome
- Shoe Polish
- Hair Dye
- Bleach
- Nail Polish/Remover.

/7.15 WINDOW FRAMES/DOORS/ DOOR FURNITURE/HARDWARE

Door and window tracks should be cleaned regularly to avoid permanent damage to opening/closing mechanisms. Glass and window frames will always look their best if they are regularly cleaned with suitable products. Clear, anodised or powder-coated surfaces should be cleaned with mild detergent.

Please note: avoid use of detergents that contain acidic products as these discolour the anodised/ powder-coated finish of the window and door frames. Never use paint removers, aggressive alkaline, acid or abrasive cleaners.

Do not use trisodium phosphate or highly alkaline or highly acidic cleaners. Always test cleaners in an area out of sight first. Follow the manufacturer's directions for mixing and diluting cleaners. Never mix cleaners – doing so may not only be ineffective, but also very dangerous, as some chemicals have violent reactions when mixed. Wipe down handles occasionally, using stainless polish for stainless-steel handles. Stiff mechanisms may need to be lubricated with dry lubricant (consult your locksmith). Loose mechanisms may need to have screws tightened, especially during periods of heavy use.

/7.16 WINDOWS

Apply a non-abrasive mild detergent solution to glass either by spraying or using a clean, grit-free cloth or sponge saturated with cleaning solution. Complete coverage of the area to be cleaned is necessary. Wipe the cleaning solution over the glass in a circular motion, applying light to moderate pressure. Approximately three to five passes of the affected area may be required, depending on the type and severity of the residue or sediment on the glass. After cleaning with the solution, rinse the glass surface thoroughly with generous amounts of clean water, removing all traces of the cleaning solution from the glass surface. Using a squeegee or clean, lint-free cloth, remove water from the glass surface. If residue is still evident on the glass surface, repeat as above.

IMPORTANT NOTES

Do not clean the glass when it is exposed to direct sunlight. Glass should be cleaned by starting at the top of the pane and systematically working down to the bottom. This technique reduces the possibility of soiling previously cleaned glass. Additional care should be exercised when cleaning all glass surfaces to ensure that gritty cloths, the metal parts of squeegees or other sharp, hard objects do not scratch the glass surface. Metal scrapers MUST NOT be used.

What Not To Do

1. Do not store or place items in contact with the glass, as this can damage it or cause a heat trap leading to thermal breakage.
2. Never use abrasive cleaners on glass; scouring pads or other harsh materials must not be used to clean windows or other glass products; powder-based cleaners are to be avoided.
3. Avoid extreme temperature changes, as this may lead to thermal fracture of the glass – do not splash hot water on cold glass, or freezing water on hot glass.
4. Some tapes or adhesives can stain or damage glass surfaces; avoid using such materials unless they are known to be easily removed.

Window Restrictors

As a health and safety measure and to conform with the Building Code of Australia / Prevention Of Falls From Windows, some of the windows in your home have been fitted with opening restrictors. These opening restrictors must not be tampered with or removed at any time.

/7.17 STAINLESS-STEEL SURFACES

Never use abrasive cleaners on stainless steel. Scouring pads, steel wool or other harsh materials must not be used to clean stainless steel. Powder-based cleaners are to be avoided.

To clean stainless-steel surfaces, wipe gently with a damp, lint-free cloth or other commercially available stainless-steel cleaning products.

/7.18 GENERAL HARDWARE

General periodic maintenance is required, proportional to wear, on all hardware supplied such as locks, hinges, catches, rollers, door closers and the like. The external finish of all hardware must be kept clean by removing any harmful residue on the surface, especially salt spray, using a non-abrasive cleaning agent.

Internal workings of locks, catches, etc should be kept in good working order by applying a light spray of lubricant as specified by the manufacturer. Care should be taken to ensure that any finished surfaces (e.g. paint), in close proximity to the hardware being maintained, are well protected to avoid damage to the finish.

/7.19 SEALANTS

All sealants should be cleaned (wiped down with a damp cloth only) regularly and inspected for deterioration and required maintenance.

/7.20 WATER LEAKS

All water leaks have the potential to cause considerable damage if not repaired promptly. If you find a leak, isolate it where possible and arrange for repair or, if within warranty period, inform Sunland's Maintenance Coordinator immediately on - 02 9210 2100, followed by confirmation in writing via email - nswmaint@sunlandgroup.com.au

/7.21 MOISTURE

Many materials used in the construction of your dwelling contain moisture. As your dwelling is heated, lived in, dried out and settled in, small cracks may appear in timber, plaster and concrete elements as they shrink. Shrinkage/slight movement is a common occurrence in new dwellings and has no effect on your home's structural integrity.

Condensation

Condensation occurs when the air temperature inside the dwelling is greater than the air temperature outside.

To prevent condensation:

- Open windows in dry weather.
- Use the kitchen's rangehood exhaust fans where possible.
- Ensure ceiling vents are not obstructed.
- Leave bathroom and laundry doors open where possible.
- Ensure all ceiling vents are not obstructed.

/7.22 TERMITE CONTROL

Please find enclosed in your settlement pack, the Certificate of Compliance and Warranty for termite control.

/7.23 GARAGE DOORS

All garage doors should be serviced annually to maintain opening mechanism at its optimum level.

/7.24 AWNING

It is recommended to clean the awning skin every 12 months with warm soapy water. Do not use bleach or a high pressure hose.

SERVICES

/8.1 EXHAUST SYSTEM

Your property is fitted with an exhaust fan in the laundry, bathrooms and ensuite which are operated when the switch is turned on in the respective areas. However, it is recommended that you leave the laundry door open while using your clothes dryer, as moisture may cause damage to the laundry doors and internals in the long term. Kitchen range hoods operate normally, assisted via either ducting to the atmosphere or recirculating (where applicable).

To ensure correct operation of the exhaust system:

- Check air inlets for obstructions at all times.
- Check for correct operation and noise monthly.

/8.2 HOT AND COLD WATER SYSTEM

Your home has been installed with an instantaneous hot water system. Water is heated as it passes through the unit, providing you with a continuous flow of hot water.

/8.3 COOLING/HEATING

Ducted air conditioning has been installed in your home. Filters have to be cleaned regularly and the units maintained as per the owner's operating manual. Annual servicing is recommended. For more information, please refer to the manuals provided.

/8.4 GAS CONNECTION

It is the responsibility of the owner or occupier to apply for gas connection. The gas provider will then supply the owner or occupier with natural gas.

If you wish to stop the supply of gas to your property for any reason, there is a handled stop valve located on the top of the supply side of the meter – it is recommended you turn the valve off.

For ease of identification: if the handle points in the line with the gas pipe, then the supply valve is open. If the handle points at right angles to the gas pipe, then the supply valve is closed.

/8.5 ELECTRICITY

The electricity meter box is located outside. All circuit breakers must be switched to the ON position for normal operation. Circuit breakers are located in the electricity meter box and sub-board in the garage of each dwelling.

GENERAL INFORMATION

/9.1 TELEPHONE, INTERNET AND TV CONNECTION

18 Macpherson Street is NBN ready and your residence has been pre-wired for access. To find out more about the NBN in your area, log on to www.nbnco.com.au or contact your local provider:

Telstra 1800 676 442

Optus 1800 708 216

Foxtel/Austar is available, however owners will have to organise and pay for their own individual line connection.

/9.2 ELECTRICITY CONNECTION

AGL is currently the site electricity provider. You are required to contact AGL to provide account details for records and billing of electricity to your dwelling and to arrange for power to be turned on. You can choose to connect with AGL or your preferred supplier.

You should notify AGL, or your preferred supplier, of your details within 14 days of settlement, to ensure that power supply is not terminated. After settlement date, any power that is used will be charged to your account accordingly.

AGL 131 245

To turn power on in your home, make sure that all circuit breakers and the main switch are in the ON or UP position.

Should a trip-out occur, the appliance must be isolated from the power outlet and the circuit breaker turned to the ON position. Push the reset button on the safety switch. If the circuit breaker still trips out, an electrician should be called.

Alarm

Your home has been pre-wired for an alarm system. Installation of an alarm is at the owner's discretion and expense. A plan showing keypad and sensor locations can be provided by contacting Dias Electrical on 02 4721 7057.

/9.3 GAS CONNECTION AND SUPPLY

Gas - AGL _ 13 12 45

It is the responsibility of the owner or occupier to apply for gas connection. The gas provider will then supply the owner or occupier with natural gas. AGL is the current supplier.

/9.4 WATER SUPPLY/CONNECTION

Sydney Water _ 13 20 90

/9.5 WASTE BINS

You will need to arrange for your bin to be delivered by phoning the Northern Beaches Council.

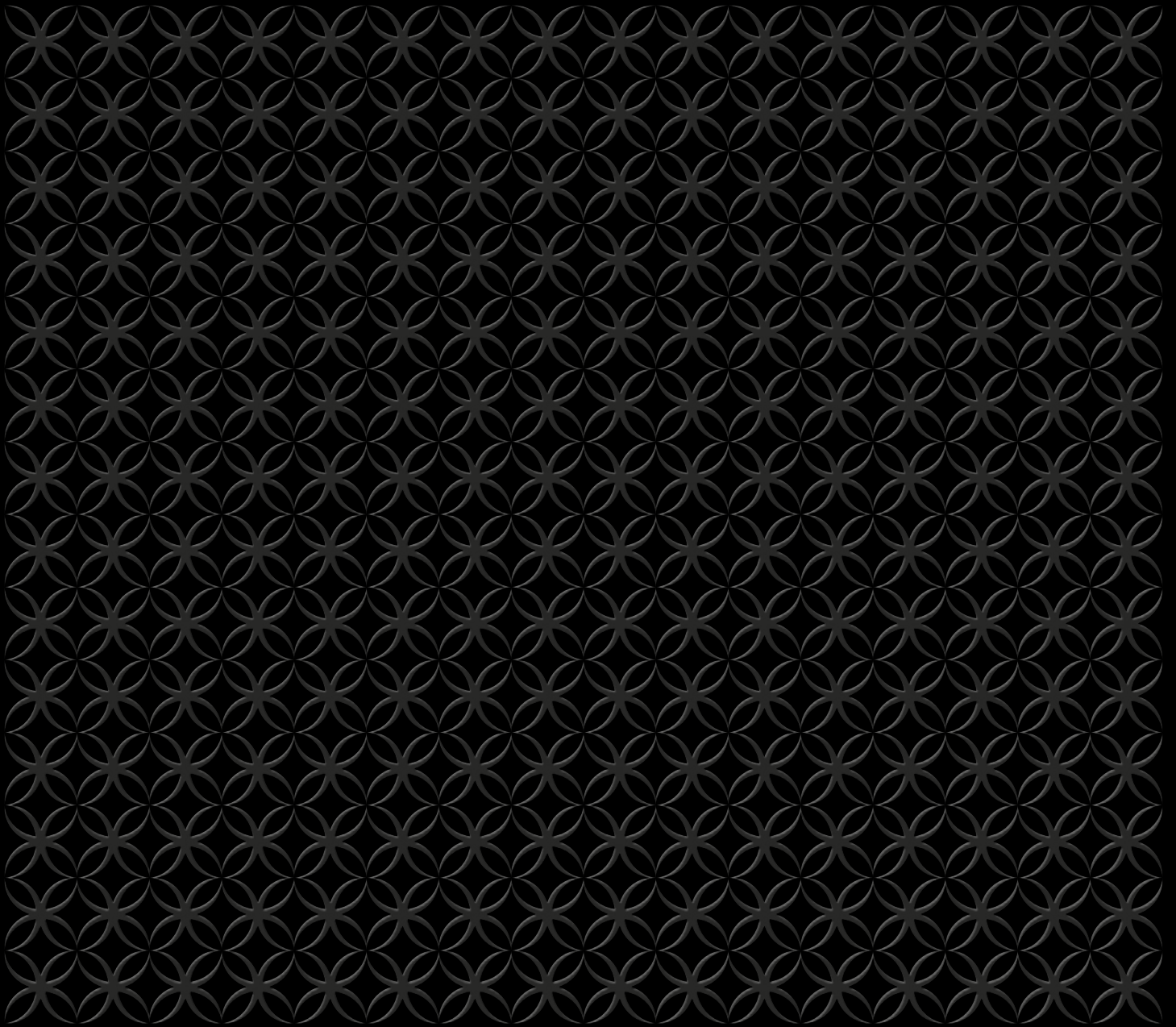
Northern Beaches Council _ 1300 434 434

/9.6 MAIL DELIVERY

Your mail will be delivered to your letterbox by Australia Post as per their delivery schedule.

/9.7 INSURANCE INFORMATION

Your home has been fitted with deadlocks.



18 MACPHERSON ST.

WARRIEWOOD

SUNLAND GROUP

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CLIENT RELATIONS MANAGER - 02 9210 2100 | MAINTENANCE CO-ORDINATOR - 02 9210 2100