TITLES STRATA
Strata Management Specialists | A.C.N. 001 111 931

PO BOX 514
Drummoyne NSW 1470
1300 173 553
hello@tsmstrata.com.au
www.tsmstrata.com.au

WORK ORDER - Job No.029469

All Doors (NSW) Pty Ltd
PO Box 132
LEPPINGTON NSW 2179

Issued: 04/02/2025

Due: 05/02/2025

Supplier

Tel: 0417 528 785 **Email:** sales@alldoorsnsw.com.au

Fax: **Contact:**Dominic

Job Address	Invoice
The Owners of Strata Plan 86862 2A William Street SOUTH HURSTVILLE NSW 2221	The Owners of Strata Plan 86862 ABN 78295237577 c/o Titles Strata Management Pty Ltd PO Box 514 DRUMMOYNE NSW 1470 Tel: 1300173553 Fax: 02 9719 8706 invoices@tsmstrata.com.au

Agent Contacts

Strata Manager: Veronica Koprivnjak

Contact for Enquiries: Andrea Serrano

Access Contact

Jin Wan Lee & Erfina Effendy
9/2A William Street
SOUTH HURSTVILLE NSW 2221
(H) 8040 7344
(M) 0404 601 332
(E) powerfinale@hotmail.com

Access Instructions

Erfina - 0404 601 332

Job Description **Cost limit** $1,543.30

On behalf of the OC, please proceed with your quote # QU-1654 amounting to $ 1,543.30 incl GST for the Supply and Fit of 1x New Tilt Door Panel (match existing) of lot 9.

Kindly advise of attendance date.

Thank you.

INVOICE REQUIREMENTS FOR REPAIR WORKS

Please ensure that your invoice is itemised and includes the following:

- Work Order Number;

- Detailed description of the repair (including Unit Numbers);
- Photos of the repair, before and after;
- Commentary on the causation of the issue;
- Itemised costing of your search & find/investigation fee;
- Itemised costing for the repair to rectify the issue;
- Itemised costing for the reinstatement works to make good; and

INVOICE REQUIREMENTS FOR PROCESSING

For efficiency when processing your invoice, please:

- Send invoice to invoices@tsmstrata.com.au;
- Ensure the invoice is in a PDF document format; and
- Place Work Order Number clearly on invoice

STRATA MANAGING AGENTS MINUTE OF DELEGATED POWER

As per Section 55 of the Strata Schemes Management Act 2015 - The Strata Managing Agent is an authorised agent of the client and accepts no responsibility for payment of any accounts rendered by you in their own right. No invoice will be processed which refers to work carried out or a service provided to more than one client or which is not invoiced to the Strata Owners as above. Provisions for Workers Compensation and Public Liability Insurance is the sole responsibility of the Contractor. Your quotation or invoice must provide an ABN and GST registration number if applicable and comply with GST legislation.