



## KEY DATES AND REQUIREMENTS

The Suburban Land Agency and its Appointed Sales Agent strongly recommend obtaining independent legal, financial and accounting advice before entering into a First Grant Contract. These Key Dates and Requirements contain specific conditions in relation to the Throsby Book to Buy Sales on **9 - 11 September 2020** and should be read in conjunction with the Book to Buy Sales Conditions.

DATE AND TIME	ACTIVITY	DETAILS
8 August 2020	Information is made available on the Suburban Land Agency website	<a href="http://www.suburbanland.act.gov.au/Throsby">www.suburbanland.act.gov.au/Throsby</a>
12.30 pm Tuesday 1 September 2020	Online "Book to Buy" registrations open	Via the Suburban Land Agency website at <a href="https://suburbanland.act.gov.au/Throsby">https://suburbanland.act.gov.au/Throsby</a>
12:30 pm Thursday 3 September 2020	Online "Book to Buy" registrations close	If you do not have internet access please visit the Appointed Sales Agent prior to 12.30 pm Thursday 3 September 2020.
From 5.00 pm Thursday 3 September 2020	Block Selection Appointments notified and Identity checking	Block Selection Appointment will be advised by email. Provide relevant information as requested by Appointed Sales Agent to confirm identification. Any information requested by the Appointed Sales Agent must be provided. <b>Only the first 160 registrants will be allocated an appointment.</b>
	Application for Put and Call Option Deed to be submitted (Builders only)	Builders may be eligible for an Option Deed if they submit an Application for Put and Call Option Deed with the Agency that is approved prior to the Block Selection Appointment.
5.00 pm Monday 7 September 2020	Final day to provide necessary documentation for identification.	Last day to provide relevant documentation requested as per email instructions to confirm identification.
From 8.00 am to 5.00 pm Wednesday 9 September 2020, Thursday 10 September 2020 & Friday 11 September 2020	Block Selection Appointments	Appointed Sales Agent's office

### Appointed Sales Agent

The Appointed Sales Agent for the Throsby Book to Buy Sales is Civium. For enquiries relating to the Sales please contact:

Civium  
17-23 Townshend Street Phillip ACT 2606  
Phone: 1800 910 204  
Email: [projects@civium.com.au](mailto:projects@civium.com.au)



**ACT**  
Government

**Suburban Land**  
Agency

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### **Appointed Solicitor**

The Suburban Land Agency's solicitor for the Throsby Book to Buy Sales Event is:

Clayton Utz  
Level 10, 2 Phillip Law Street Canberra ACT 2601  
Phone: 02 6279 4000  
Email: conveyancing@claytonutz.com

### **Blocks available for Selection**

There are 103 single dwelling residential blocks available for sale. For details regarding the blocks that are available, refer to the Suburban Land Agency website or contact the Appointed Sales Agent for a Sales Pack.

All of the blocks are ready for construction. Completion of the sales of the blocks will take place in accordance with the First Grant Contract. Once the sale of the block has been completed, the block will be ready to be built on.

### **Registering for the Book to Buy Sales Event**

You may register for this sales process by completing the Online Book to Buy registration form on the Suburban Land Agency website. Upon registration, you may be provided with a Block Selection Appointment time and asked to provide personal and company identification documentation. If requested, you will need to provide the documentation by 5.00 pm, Monday 7 September 2020 to participate further in the sales process.

### **Block Selection Appointments**

The number of Block Selection Appointments offered will depend on the number of Applicants who register their interest and provide the documentation requested by the Appointed Sales Agent, up to a maximum of 160 Block Selection Appointments.

Block Selection Appointments will be offered to Applicants in the order in which Applicants have registered.

All Applicants will be notified of their Block Selection Appointment time by email. If you do not have internet access, you may obtain a copy of the Block Selection Appointment times by contacting the Appointed Sales Agent.

If any blocks remain following the Block Selection Appointments, sale of these blocks will be at the Suburban Land Agency's discretion.

### **Attending your Block Selection Appointment**

Your Block Selection Appointment will be for a window of one (1) hour. During this time, you will receive a telephone call from the Appointed Sales Agent.

You must register prior to your Block Selection Appointment with a Suburban Land Agency sales officer and/or the Appointed Sales Agent who will ensure that you have all the required documentation. If you do not register for your Block Selection Appointment, you will not be called and you will miss your opportunity to select a block.

You will have 5 minutes from when the Appointed Sales Agent calls you to select up to a maximum of 2 blocks.

### **Buyer Appointment of Agent**

If you are unable to attend your Block Selection Appointment, you may appoint another person to act



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on your behalf as an Agent. You and your Agent must complete the Buyer Appointment of Agent form, and your Agent must provide photographic identification for both you and themselves prior to your Block Selection Appointment.

### **Exchanging your First Grant Contract or Option Deed**

Once you have selected your block(s), you will be required to execute and exchange a First Grant Contract, and pay the applicable Deposit.

Eligible Builders may elect to enter into an Option Deed in which case a Security Sum in the amount of 5% of the Price will be payable.

The Sales Pack contains the Specimen First Grant Contract ( and Specimen Option Deed for eligible Builders) that you will be required to execute and exchange after your Block Selection Appointment.

The Appointed Sales Agent will email you after your Block Selection Appointment confirming the blocks details and your details as well as provide you with the Suburban Land Agency's bank account details. You will be required to pay the Deposit (or Security Sum, if applicable) by 5pm on the second business day following your Block Selection Appointment.

The Agency's Solicitor will then prepare your First Grant Contract (or Option Deed, if applicable) and courier it to you or your lawyer. You must sign the Frist Grant Contract (or Option Deed, if applicable) and return it to the Agency's Solicitor within two business days of having received it. The Suburban Land Agency will pay for the courier to and from your nominated address.

The Agency's Solicitor will then attend to exchanging First Grant Contracts (or Option Deeds, if applicable) and provide you with an original.

#### Note:

- A reference to "you" or "your" is a reference to the Applicant or Applicants specified in the Online 'Book to Buy' Registration form submitted to the Appointed Sales Agent.
- Where there is an inconsistency between the conditions in these Key Dates and Requirements and the Book to Buy Sales Conditions, the Book to Buy Sales Conditions take precedence.

Disclaimer: The Suburban Land Agency makes no warranty as to the accuracy or completeness of information in this publication and recommends obtaining independent legal, financial and accounting advice before considering purchasing land or making an offer to purchase land.