

LA BELLA VITA WINE ESTATE PROPERTY OWNERS' ASSOCIATION
("the POA")

ROUND-ROBIN TRUSTEES' RESOLUTION

BACKGROUND

1. WHEREAS the trustees wish to appoint Trafalgar Property Management Services (Pty) Ltd ("**Trafalgar**") as the managing agent of the POA on the following basis:
 - a) the products and services to be rendered by Trafalgar to the POA, and the costs thereof, will be in accordance with the pricing proposal annexed hereto and marked "**A**";

RESOLUTIONS

1. RESOLVED THAT the appointment of Trafalgar as the managing agent of the POA for 12 months with effect from 1 July 2023, at the rates set out in the pricing proposal annexed hereto and marked "**A**" is hereby approved and authorised.
2. RESOLVED THAT any trustee of the POA be and is hereby authorised empowered to do all such things and sign all such documents on behalf of the POA to give effect to the resolutions set out above, including negotiating, finalising, and signing a property management agreement with Trafalgar, and all acts taken for this purpose be and are hereby approved and ratified.


ANDRÉ VAN DER
WESTHUIZEN

Paarl
Place:

20 June 2023
Date:


MARK SONIK

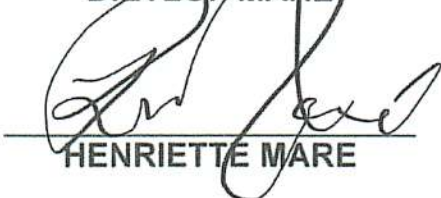
Tel Aviv
Place:

14 June 2023
Date:


DIETLOF MARE

Pretoria
Place:

20 Jun 23
Date:


HENRIETTE MARE

PRETORIA
Place:

25-06-2023
Date:


ZANIA KELLERMAN

Paarl
Place:

20 June 2023
Date:

LA BELLA VITA WINE ESTATE PROPERTY OWNERS' ASSOCIATION
("the POA")

ROUND-ROBIN TRUSTEES' RESOLUTION

BACKGROUND

1. WHEREAS the trustees wish to appoint Trafalgar Property Management Services (Pty) Ltd ("Trafalgar") as the managing agent of the POA on the following basis:
 - a) the fees and charges payable by the POA to Trafalgar in respect of its Elite plan shall be paid by way of donation(s) received from Mr André van der Westhuizen for a period of 12 months commencing on 1 July 2023;
2. WHEREAS the POA will be responsible for the costs of any additional services which the POA may request that Trafalgar attend to over and above the services included in Trafalgar's Elite Option Plan and as paid for by Mr André van der Westhuizen. These costs will have to be passed at an annual general meeting of members of the POA (in terms of clauses 7.1 and 7.2, read with clause 19.6 of the POA's constitution).

RESOLUTIONS

1. RESOLVED THAT the fees and charges payable by the POA to Trafalgar for the provision of management services to the POA shall be paid upfront by way of donation from Mr André van der Westhuizen, whereafter the POA shall be responsible for the payment of any further fees and charges to Trafalgar.

Product Options and Scope of Services:

	Core Financial Management	Classic Full-Service Management	Elite Ultra-Comprehensive
Levy Collections	Billing	Billing	Billing
	Collections	Collections	Collections
	Debt collection	Debt collection	Debt collection
Financial Management	Budgeting	Budgeting	Budgeting
	Accounting: Debtor receipting Creditor payments	Accounting: Debtor receipting Creditor payments	Accounting: Debtor receipting Creditor payments
	Monthly financial reporting	Monthly financial reporting	Monthly financial reporting
	Audit file preparation	Audit file preparation	Audit file preparation
Secretarial & Administration	Archiving records for 7 years	Quarterly trustee meetings	Quarterly trustee meetings
		AGM	AGM
		Archiving records for 7 years	Archiving records for 7 years
		Owner correspondence	Owner correspondence
Maintenance & Administration		Maintenance quotations (three per job)	Maintenance quotations (up to five per job)
		Maintenance bookings	Maintenance bookings
		Facilitating job card sign-off	Facilitating job card sign-off
		Annual building inspections	Bi-Annual building inspections
Human Resources	Payroll	Payroll	Payroll
	Statutory returns	Statutory returns	Statutory returns
	Optional additional services priced individually:		Additional services included:
	CSOS annual returns	CSOS annual returns	CSOS annual returns
	Public Officer & tax returns	Public Officer & tax returns	Public Officer & tax returns
	Information Officer	Information Officer	Information Officer
	CSOS disputes	CSOS disputes	CSOS disputes
	HR Services: contracts; hearings; CCMA	HR Services: contracts; hearings; CCMA	HR Services: contracts; hearings; CCMA
	Additional building inspections	Additional building inspections	Additional building inspections
Cost per unit per month (ex VAT)	R 179	R 230	R 332
Monthly Management Fee (ex VAT)	R 3,043	R 3,913	R 5,652

LA BELLA VITA WINE ESTATE PROPERTY OWNERS ASSOCIATION

Simonsvlei Road, Simonsvlei, Paarl

Pricing Proposal

Good Day Trustees,

Thank you for the opportunity to provide your scheme with a competitive, obligation free quotation on all your property management requirements.

At Trafalgar we pride ourselves on our international service standards, and thus, have a plethora of tailor-made additional services that could assist your scheme in its continued financial, compliance and administrative success. If this proposal does not meet your expectations or you require any additional assistance, please feel free to discuss this with me at your earliest convenience.

Our Product Options and Scope of Services document also details our standard packages as well as additional services.

If you have yet to receive this document, please feel free to ask this from me before deciding on this proposal.

Services and Proposal:

Monthly Management Fee (17 Units) Core Classic Elite	R 3,500.00 per month R 4,500.00 per month R 6,500.00 per month
Additional Services: Annual Public Officer Fee CSOS Annual Fee (Submission of Annual Returns) Information Office Fee	R 3,423.27 per annum R 1,487.30 per annum R 1,207.50 per annum
Take-On Fee	R 3,000.00

Notes:

1. This quote is valid and open for acceptance for a period of 7 calendar days from sending.
2. The service scope described above will be documented in a separate property management agreement, should this quote be accepted.
3. All prices are quoted inclusive of VAT.

Yours in Property Management Services!

Property Managers and Financial Services

Trafalgar Property Management (Pty) Ltd. Reg. 1989/003678/07. Directors: AW Schaefer, S Carr, J Chetty, S Ebrahim, *B Migogo (*Non-Executive Director)

Johannesburg: (011) 214 5200. Pretoria: (012) 326 5963. Cape Town: (021) 410 5500. Durban: (031) 301 7017.
 East London: (043) 726 6066. Port Elizabeth: (041) 365 6840. Knysna: (044) 382 6230.

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