



## **EASY CONVEY PTY LTD TERMS AND CONDITIONS (SALE TRANSACTIONS)**

The following terms and conditions apply to all transactions where you have commissioned Easy Convey Pty. Ltd. ("Easy Convey") to undertake conveyancing work relating to the sale of your property:

1. You agree to pay the following fees and expenses to Easy Convey-
  - (a) a fixed professional fee of \$935 (inclusive of GST);
  - (b) all disbursements (including title searches, property certificates and settlement agent's fees) incurred by us, on your behalf, charged at cost.  
("Total Fees and Expenses")
2. The Total Fees and Expenses are due and payable upon the release of your deposit or settlement of your sale transaction, whichever is earlier.
3. If a binding contract for the sale of your property has not been entered into within 35 days from the date upon which you commissioned us to undertake your conveyancing we will have the right to invoice you a sum which is \$300 (Inclusive of GST) less than our Total Fees and Expenses ("Reduced Fees and Expenses") at that time which will be due and payable within 14 days of the date of our invoice.
4. If a binding contract of sale of your property is entered into and you have paid the Reduced Fees and Expenses the additional sum of \$300 (inclusive of GST) will be payable upon the release of your deposit or settlement of your sale transaction, whichever is earlier.
5. Our Total Fees and Expenses cover all work associated with your conveyancing but excludes work which is not usually included within a standard conveyancing transaction. If we are required to undertake additional work we will advise you of the reason that such work is needed and an estimate of the costs associated with that work and you agree to pay such fees which will be due and payable at settlement of your sale transaction.
6. To enable us to perform our obligations you shall co-operate with us and provide us with any information reasonably required.
7. Easy Convey shall perform the conveyancing services with reasonable skill and care and to a reasonable standard in accordance with recognised standards and codes of practice.
8. Easy Convey may, from time to time, provide financial and other benefits to third party referrers and other suppliers.
9. Easy Convey will maintain your data and information supplied to us in accordance with applicable privacy laws. We are bound by, and comply with, the Australian Privacy Principles derived from the Privacy Act 1988 (Cth). To access Easy Convey's Privacy Policy [click here](#).
10. Easy Convey has a dispute resolution procedure which complies with Australian Standard AS 4269-1995 Complaints Handling; and Australian Standard AS ISO 10002-2006 Customer satisfaction - Guidelines for complaints handling in organizations. To access our Dispute Resolution Policy [click here](#)
11. These Terms and Conditions shall be governed by and construed in accordance with the law of Victoria.