The Planning Place – Terms & Conditions of Trade

- Definitions

 Consultant means Sustainable Planning Pty Ltd ATF The Planning Place Trust T/A The Planning Place its successors and assigns or any person acting on behalf of and with the authority of Sustanable Planning Pty Ltd ATF The Planning Place Trust T/A The Planning Pla
- Place.

 Client" means the person/s requesting the Consultant to provide the Services as specified. 1.2 unert means me person's requesting the Consultant to provide the Services as specified in any invoice, document or order, and if there more than one person requesting the Services is a reference to each person jointly and severally. "Documentation" means any documents, designs, drawings or materials supplied, consumed, created or deposited incidentally by the Consultant in the course of it conducting, or supplying to the Client any Services. "Services" means all Services supplied by the Consultant to the Client at the Client's request from time to time.

- 1.5 "Fee" means the Fee payable for the Services as agreed between the Consultant and the Client in accordance with clause 4 of this contract.

Acceptance

- Acceptance
 Any instructions received by the Consultant from the Client for the supply of Services and/or
 the Client's acceptance of Services supplied by the Consultant shall constitute acceptance
 of the terms and conditions contained herein.
- of the terms and conditions contained herein.

 The Client is taken to have exclusively accepted and is immediately bound, jointly and severally, by these terms and conditions if the Client places an order for, or accepts Services provided by the Consultant.

 These terms and conditions may only be amended with the Consultant's consent in writing and shall prevail to the extent of any inconsistency with any other document or agreement between the Client and the Consultant.

 The Client gives the Consultant express permission to erect signage on the Client's property for advertising purposes. 2.2
- 2.3
- 24

Change in Control
The Client shall give the Consultant not less than fourteen (14) days prior written notice of
any proposed change of cownership of the Client and/or any other change in the Client's
details (including but not limited to, changes in the Client's name, address, contact phone or
fax number/s, or business practice). The Client shall be lable for any loss incurred by the
Consultant as a result of the Client's failure to comply with this clause.

Fee and Payment
At the Consultant's sole discretion the Fee shall be either

At the Consultant's sole discretion the Fee shall be either:
(a) as indicated on any invoice provided by the Consultant to the Client; or
(b) the Consultant's quoted Fee (subject to clause 4.2) which will be valid for the period
stated in the quotation or otherwise for a period or inneity (90) days.

The Fee does not include miscellaneous outlays or disbursements, additional information
that may be required during the IDAS process (including but not limited to, request for
further information, response to information request, response to submissions and/or
negoliated decision notice). If further information is required any additional work will be
discussed with the Client prior to preparation and charged at an hourly rate as per clause
4.2.

- obsusses with the client prior to preparation and charged at all motify it are a per clause.

 The Consultant reserves the right to change the Fee if a variation to the Consultant's quotation is requested. Any variation from the plan of scheduled Services or specifications of the Services (including, but not limited to, any variation as a time spent on gathering additional information, travel or increases to the Consultant in the cost of taxes, levies, materials and labour) will be charged for on the basis of the Consultant's quotation and will be shown as variations on the invoice deposit of up to one thousand dollars (\$1,000) is required on acceptance of quotation. Time for payment for the Services being of the essence, the Fee will be payable by the Client on the dates determined by the Consultant, which may be:

 (a) on delivery of the Services;
 (b) before delivery of the Services;
 (c) by way of instalments/progress payments in accordance with the Consultant's payment schedule:

- (c) by way or instammentsprightess payments in accordance with the Collection schedule;

 (d) the date specified on any invoice or other form as being the date for payment, or (e) failing any notice to the contrary, the date which is seven (7) days following the date of any invoice given to the Client by the Consultant.

 Payment may be made by cash, cheque, bank cheque, electronicon-line banking, credit card (plus a surcharge of up to five percent (5%) of the Fee), or by any other method as agreed to between the Client and the Consultant. Unless otherwise stated the Fee does not include GST. In addition to the Fee the Client must pay to the Consultant an amount equal to any GST the Consultant must pay for any supply by the Consultant amount equal to any GST the Consultant must pay for any supply by the Consultant amount equal to any GST the Consultant must pay for any supply by the Consultant and the consultant a
- they are expressly included in the Fee. The Client acknowledges, where payment has been in default for over fourteen (14) days, the Consultant shall be entitled (at their sole discretion) to enforce clause 13.3. The Client agrees that the Consultant shall be entitled not to return any documents provided by the Client (or on behalf of the Client) until full and final payment has been received by the

5. 5.1

- Delivery of Services
 At the Consultant's sole discretion delivery of the Services shall take place when:
 (a) the Services are supplied to the Client at the Consultant's address; or
 (b) the Services are supplied to the Client at the Client's nominated address.
 At the Consultant's sole discretion the costs of delivery are included in the Fer.
 The Client shall make all arrangements necessary to take delivery of the Services whenever they are tendered for delivery. In the event that the Client is unable to take delivery of the Services as arranged then the Consultant shall be emitted to charge a reasonable te for
- Delivery of the Services to a third party nominated by the Client is deemed to be delivery to the Client for the purposes of this agreement.
- Client for the purposes of this agreement.
 e Consultant may deliver the Services by separate instalments. Each separate instalment
 all be invoiced and paid for in accordance with the provisions in these terms and 5.5
- state or involved to the Consultant for delivery of the Services is an estimate only and the Consultant will not be liable for any loss or damage incurred by the Client as a result of delivery being late. However both parties agree that they shall make every endeavour to enable the Services to be supplied at the time and place as was arranged between both parties. In the event that the Consultant is unable to supply the Services as agreed solely due to any action or inaction of the Client then the Consultant shall be entitled to charge a reasonable fee for re-supplying the Services at a later time and date.

- Risk irrespective of whether the Consultant retains ownership of any Documentation all risk for such items shall pass to the Client as soon as such items are delivered to the Client and shall remain with the Client until such time as the Consultant may repossess the Documentation in accordance with diause 7.3(f). The Client must insure all Documentation on or before delivers are the consultant reserves the strip of the Consultant reserves the significant or damages for any damage, destruction or loss suffered in relation to the Documentation as a result of the Client's failure.

- Title
 The Consultant and the Client agree that where it is intended that the ownership of Documentation is to pass to the Client that such ownership shall not pass until:

 (a) the Client has paid the Consultant all amounts owing for the Services; and (b) the Client has paid the roligiations due by the Client to the Consultant in respect of all contracts between the Consultant and the Client.

 Receipt by the Consultant of any form of payment other than cash shall not be deemed to be payment until that form of payment has been honoured, cleared or recognised and until then the Consultants ownership or rights in respect of the Documentation shall continue. It is further acreed that
- - then the Consultant's ownership or rights in respect or the Louvertenaura value and the Client is only a bailee of the Documentation and must return the Documentation to the Consultant immediately upon request by the Consultant;

 (b) the Client holds the benefit of the Client's insurance of the Documentation on trust for the Consultant and must pap to the Consultant the proceeds of any insurance in the event of the Documentation being lost, damaged or destroyed;

 (c) the Client must not self, dispose, or otherwise part with possession of the Documentation. If the Client selfs, disposes or parts with possession of the Documentation then the Client must hold the proceeds of sale of the Documentation on trust for the Consultant and must pay or deliver the proceeds to the Consultant and must pay or deliver the proceeds to the Consultant and
 - trust for the Consultant and must pay or deliver the proceeds to the Consultant on demand.

 (d) the Client should not convert or process the Documentation or intermix them with other goods, but if the Client does so then the Client holds the resulting product on trust for the benefit of the Consultant and must dispose of or return the resulting product to the Consultant as the Consultant so directs.

 (e) the Client shall not charge or grant an encumbrance over the Documentation nor grant nor otherwise give away any interest in the Documentation while I remains the property of the Consultant; the Client threecody authorises the Consultant to enter any premises where the Consultant believes the Documentation is kept and recover possession of the Documentation.

Instructions and Advice
The Consultant shall not consider whether the Client has any existing use rights in relatio to the property unless specifically instructed to do so.

- nt is not instructed to have any regard to, or be aware of, any contracts or rotal arrannements entered into by the Client, or on the Client's behalf, with
- other commercial arrangements emered into by the Client, or on the Clients cental, with any other person or entity.

 The Consultant shall be entitled to rely on the Client providing the Consultant with all relevant documentation, material and/or written information regarding the property.

 Unless expressly instructed to do so, the Consultant shall not be required to seek out other 13.4
- Unless expressly instructed to do so, the Consultant shall not be required to seek out other relevant documents from:
 (a) the Client;
 (b) the Client's consultants;
 (c) town planning certificates;
 (d) other searches or enquiries;
 (d) other searches or enquiries;
 The Client advowledges that advice given by the Consultant may be qualified or conditional on information not act available and/or future events. Where advice is clearly open conditional or information and the advice to the extent that the information or events make the part incorrect.

Personal Property Securities Act 2009 ("PPSA")

- In this clause financing statement, financing change statement, security agreement, and security interest has the meaning given to it by the PPSA. Upon assenting to these terms and conditions in writing the Client acknowledges and
- 9.2 agrees that these terms and conditions constitute a security agreement for the purposes of the PFSA and creates a security interest in all Documentation that have previously been supplied and that will be supplied in the future by the Consultant to the Client. The Client undertakes to:

 - The Client undertakes by:

 (a) promptly sign any further documents and/or provide any further information (such promptly sign any further documents and/or provide any further information to be complete, accurate and up-to-date in all respects) which the Consultant may reasonably require to:

 (i) register a financing statement or financing change statement in relation to a security interest on the Personal Property Securities Register:

 (iii) correct a delect in a statement referred to in clause 9.3(a)(i) or 93(a)(iii);

 (b) indemnify, and upon demand reimburse, the Consultant for all expenses incurred in registering a financing statement or financing change statement on the Personal Property Securities Register established by the PPSA or releasing any Documentation charged thereby;

 - Property Securities Register established by the PPSA or releasing any Documentation charged thereby,

 (c) not register a financing change statement in respect of a security interest without the prior written consent of the Consultant;

 (d) not register, or permit to be registered, a financing statement or a financing change statement in realization to the Documentation in fevour of a third party without the prior written consent of the Consultant.

 The Consultant and the Client agree that sections 96, 115 and 125 of the PPSA do not apply to the security agreement created by these terms and conditions.

 The Client wastes their rights to receive notices under sections 95, 118, 121(4), 130, 15.4 the Client waste where rights to receive notices under sections 95, 118, 121(4), 130, 15.4 the Client waste where rights are a grantor and/or a debtor under sections 142 and 143 of the PPSA.
- 9.4
- 9.6 the PPSA. Unless of
- the PPSA.

 Unless otherwise agreed to in writing by the Consultant, the Client waives their right to receive a verification statement in accordance with section 157 of the PPSA.

 The Client must unconditionally ratify any actions taken by the Consultant under clauses 9.3.
- 9.8
- Subject to any express provisions to the contrary nothing in these terms and conditions is intended to have the effect of contracting out of any of the provisions of the PPSA.

- Security and Charge In consideration of the Consultant agreeing to supply Services, the Client charges all of its rights, title and interest (whether joint or several) in any land, realty or other assets capable ngms, one and interest (whether joint or several) in any land, realty or other assets capable of being charged, owned by the Client either now or in the future, to secure the performance by the Client of its obligations under these terms and conditions (including, but not limited to the payment of any money)
- to, the payment of any money).

 The Client indemnifies the Consultant from and against all the Consultant's costs and disbursements including legal costs on a solicitor and own client basis incurred in exercising the Consultant's rights under this clause.

 The Client irrevocably appoints the Consultant and each director of the Consultant as the
- THE CHEFIT BY EVENT BY THE CONSULTANT AND 4 GENERAL BY THE CHEFIT BY THE

- provisions of this clause 10 including, but not limited to, signing any document on the Client's behalf.

 Defects, Warranties and the Competition and Consumer Act 2010 (CCA)
 The Client must inspect the Consultant's Services on completion of the Services and must within seven (7) days notify the Consultant's workmanship) or of any other failure by within seven (7) days notify the Consultant is workmanship) or of any other failure by the Consultant to comply with the description of, or quote for, the Services which the Consultant was to supply. The Client must notify any other alleged defect in the Consultant was to supply. The Client must notify any other alleged defect in the Consultant was to supply. The Client must notify any other alleged defect in the Consultant was to supply. The Client must notify any other alleged defect in the Consultant was to supply. The Client must allow the Consultant to review the Services or Documentation as so on as is reasonably possible after any such defect becomes evident. Upon such notification the Client must allow the Consultant to which the provided.

 Index applicable Stales, Territory and Commonwealth Law (including, without limitation the statutory quarrates under the CCA) may be implied into these terms and conditions (Non-Excluded Guarantees).

 The Consultant acknowledges that nothing in these terms and conditions including, but not illimited to the quality or suitability of the Services. The Consultant is liability in respect of these warranties is limited to the fullest extent permitted by section 64 of Schedule 2.

 If the Consultant is required to rectify, re-supply, or pay the consultant may refund any money the Client is a consumer within the meaning of the CCA, the Consultant may refund any money the Client has paid for the Services but only to the extent that such refund shall take the extent permitted by section 64 of Schedule 2.

 If the Consultant is required to rectify, re-supply, or pay the consultant may refund any money the Client has paid for the Service
- 11.3

- (a) the Client failing to properly maintain or store any Documentation;
 (b) the Client using the Documentation for any purpose other than that for which they were
 - designed;
 (c) the Client continuing to use any incidental item after any defect became apparent or should have become apparent to a reasonably prudent operator or user;
 (d) interference with the Services by the Client or any third party without the Consultant's

 - prior approval;
 (e) the Client failing to follow any instructions or guidelines provided by the Consultant;
 (f) fair wear and tear, any accident, or act of God.

- Intellectual Property
 The Consultant shall retain ownership of the copyright to all Documentation produced by the
 Consultant often the course of the Services. The Client shall only have a licence to use
 such Documentation for the purpose of the individual brief supplied, and the Proposal
 accepted, by the Client and is not entitled to any adoltronal use without the Consultant's
- suur uccumentation for the purpose of the individual brief supplied, and the Proposal accepted, by the Client and is not entitled to any additional use without the Consultant's express approval in writing. If the Client is no hreach of any obligation under these terms and conditions (including those relating to payment), the Consultant may revoke the licence referred to in clause 12.1. The Client acknowledges that any specifications prepared by the Consultant have been prepared taking into account the Client's particular instructions and requirements for the project and that the specifications are for the private and confidential use of the Client's periodications shall not be reproduced in whole or in part nor relied upon by any third parties for any use whatsoever without the express authority of the Consultant. The Consultant shall accept no duty or responsibility (including in negligence) and disclaims all liability of any sure whatsoever without the express authority of the Consultant or who uses the specifications without the express authority of the Consultant or who uses the specifications in a manner that is outside of the purpose for which the specifications were originally prepared. The Client warrants that all designs, specifications or instructions given to the Consultant will not cause the Consultant or infiringe any patent, registered design or trademark in the execution of the Client's order and the Client agrees to indemnify the Consultant against the consultant in respect of any such infringement. The Client agrees that the Consultant may (at no cost) use for the purposes of marketing or entry into any competition, any Documentation which the Consultant has created for the Client.

Default and Consequences of Default

- Default and Consequences of Default Interest on overtile mixous shall accrue daily from the date when payment becomes due, until the date of payment, at a rate of two and a half percent (2.5%) per calendar month (and a the Consulant's sole discretion such interest shall compound monthly at such a rate) after as well as before any judgment. If the Client owes the Consultant any money the Client shall indemnify the Consultant from and against all costs and disbursements incurred by the Consultant in recovering the debt (including but not limited to internal administration fees, legal costs on a solitor and own client basis, the Consultant's contract default fee, and bank dishonour fees).

- Without prejudice to any other remedies the Consultant may have, if at any time the Client is in breach of any obligation (including those relating to payment) under these terms and conditions the Consultant may suspend or terminate the supply of Services to the Client. The Consultant will not be liable to the Client for any loss or damage the Client suffers because the Consultant has exercised its rights under this clause. Without prejudice to the Consultant's other remedies at law the Consultant shall be entitled to cancel all or any part of any order of the Client which remains unfulfilled and all amounts owing to the Consultant shall, whether or not due for payment, become immediately payable if:
- - ft:
 (a) any money payable to the Consultant becomes overdue, or in the Consultant's opinion
 the Client will be unable to make a payment when it falls due;
 (b) the Client becomes insolvent, converies a meeting with its creditors or proposes or
 enters into an arrangement with creditors, or makes an assignment for the benefit of its creditors; or
 - illus, or ceiver, manager, liquidator (provisional or otherwise) or similar person is appointed spect of the Client or any asset of the Client.

- Cancellation
 The Consultant may cancel any contract to which these terms and conditions apply or cancel delivery of Services at any time before the Services are commerced by giving written notice to the Client. On giving such notice the Consultant shall repay to the Client loss of cancel services are commerced by giving written notice the Consultant shall not be liable for any sort of consultant shall not be liable for any sort of consultant shall not be liable for any and all loss incurred (whether dreat or indirect) by the Consultant as a direct result of the cancellation (including, but not limited to, any loss of profits).
- 14.2

- Privacy Act 1988
 The Client agrees for the Consultant to obtain from a credit reporting body (CRB) a credit report containing personal credit information (e.g. name, address, D.O.B., occupation, previous credit applications, credit history) about the Client in relation to credit provided by
- previous credit applications, credit history) about the Client in relation to credit providers. The Client agrees that the Consultant may exchange information about the Client with those credit providers and with related body corporates for the following purposes:

 (a) to assess an application by the Client; and/or
 (b) to notify other credit providers of a default by the Client; and/or
 (c) to exchange information with other credit providers as to the status of this credit account, where the Client is in default with other credit providers; and/or
 (d) to assess the creditworthiness of the Client including the Client's repayment history in the preceding two years.

 The Client consents to the Consultant being given a consumer credit report to collect overdue payment on commercial credit. The Client agrees that personal credit information provided may be used and retained by the Consultant for the following purposes (and for other agreed purposes or required by):

 (a) the provision of Services; and/or

- (a) me provision of Services; and/or (b) analysing, verifying and/or checking the Client's credit, payment and/or status in relation to the provision of Services; and/or (c) processing of any payment instructions, direct debit facilities and/or credit facilities requested by the Client; and/or
- requested by the Client; and/or (d) enabling the collection of amounts outstanding in relation to the Services. The Consultant may give information about the Client to a CRB for the following purposes: (a) to obtain a consumer credit report: (b) allow the CRB to create or maintain a credit information file about the Client including

 - credit history.
 The information given to the CRB may include personal information as outlined in 15.1 above. name of the credit provider and that the Consultant is a current credit provider to the Client;
- Client; whether the credit provider is a licensee; type of consumer credit; type of consumer credit; details concerning the Client's application for credit or commercial credit (e.g. date of commencement/termination of the credit account and the amount requested); advice of consumer credit defaults, overdue accounts, bean repayments or outstanding (i) advice of consumer credit defaults, overdue accounts, loan repayments or outstanding monies which are overdue by more than sixty (60) days and for which withen notice for request of payment has been made and debt recovery action commenced or alternatively that the Client no longer has any overdue accounts and the Consultant has been paid or otherwise discharged and all details surrounding that discharge(e.g., drates of nowments).
- dates of payments); information that, in the opinion of the Consultant, the Client has committed a serious credit infringment:

- 15.7
- (i) information that, in the opinion of the Consultant, the Client has commised a sensus credit infingement;
 (k) advice that the amount of the Client's overdue payment is equal to or more than one hundred and fifty dollars (\$150). The Client shall have the right to request (\$9.50). The Client shall have the right to request doubt the Client retained by the Consultant and the right to request that the Consultant correct any incorrect information; and (b) that the Consultant does not disclose any personal information about the Client for the purpose of direct marketing.
 The Consultant will destroy personal information upon the Client's request (by e-mail) or if it is no longer required unless it is required no order to fulfit the obligations of this agreement or is required to be manitanted and/off storder in accordance with the law. The Client can make a privacy complaint by contacting the Consultant via e-mail. The Consultant via e-mail. The Consultant via e-mail is reasonable steps to make a decision as to the complaint with resourt (7) days of recept and will take the Complaint in the event that the Client is not satisfied with the resolution provided, the Client can make a complaint to the Information Commissioner at www.oaic.gov.au.

- Limitation of Liability
 The Consultant undertakes to act in all professional matters as a faithful consultant to the
- Limitation of Liability
 The Consultant undertakes to act in all professional matters as a faithful consultant to the
 Client, whose interests will be watched over with skill and care. Notwithstanding, the
 Consultant shall only be liable to the Client for the consequences of any negligent act,
 mission or statement of the Consultant, and then only to the extent and limitations referred
 to in clause 16.2.

 The loss and damage for which the Consultant is so liable, and the recompense to be made
 by the Consultant to a Client for such liability as specified in clause 16.1 and the limited to
 the maximum value of the Consultant's Public Liability and Professional Indemnity cover in
 respect of any single act, omission or statement, unless otherwise specified in the proposal.
 Subject to clause 17, the liability of the Consultant shall cover only direct loss or damage is respect of the Services or other matters arising directly from the scope of the Services
 agreed in the proposal, and then only to the maximum limit specified asper clause 16.2. Air references therein to isso or damage shall be deemed to exclude loss or damage sustained
 by any third party in respect of which the Client is table and responsible (as between the
 Client and the third party) whether by statute contract for or otherwise.

 The consultant is a claim in writing to the Consultant, specifying a negligent act, consistion or statement
 said to have caused alleged tos or damage sustained or sustainable.

 Notwithstanding clauses 16.1 to 16.4, the Consultant shall not be liable for any loss or
 damage sustained or sustainable by a Client in reliation to:

 (a) errors occurring in plans, designs or specifications not created or prepared by the
 Consultant:

 (b) errors occurring during the course of any services which are not provided by, nor the
 responsibility of the Consultant.
- - Consultant;
 (b) errors occurring during the course of any services which are not provided by, nor the responsibility of, the Consultant;
 (c) the use of any Documentation or other information of advice without the approval of the Consultant.

- General
 The failure by the Consultant to enforce any provision of these terms and conditions shall The tature by the Consultant to enforce any provision of these terms and conditions shall not be treated as a waiver of that provision, nor shall it affect the Consultant's right to subsequently enforce that provision. If any provision of these terms and conditions shall be invalid, void, illegal or unenforceable the validity, existence, legality and enforceability of the remaining provisions shall not be effected, prejudiced or impaired. These terms and conditions and any contract to which they apply shall be governed by the laws of Queensland in which the Consultant has its principal place of business, and are subject to the jurisdiction of the courts in Queensland.

- laws to Occentisate In which the Consultant has by pilludge place of business, and as subject to the jurisdiction of the cours in Queenstant.

 The Client shall not be afficient or early against, or deduct from the Fee, any sums owed on the consultant not to withhold payment of any invoice because part of their invoice is in dispute.

 The Consultant may leanes or sub-contract all or any part of its rights and obligations without the Client sonsent.

 The Client agrees that the Consultant may amend these terms and conditions at any time. If the Consultant makes a change to these terms and conditions, then that change will take effect from the date on which the Consultant notifies the Client of such change. The Client will be talken to have accepted such changes if the Client makes a further request for the Consultant to provide Services to the Client.

 Whether party shall be liable for any ofefault due to any act of God, war, terrorism, strike, lock-out, industrial action, fire, flood, storm or other event beyond the reasonable control of either party.
- - either party.

 The Client warnats that it has the power to enter into this agreement and has obtained all necessary authorisations to allow it to do so, it is not insolvent and that this agreement creates binding and valid legal obligations on it.