

THE POLICY OF COUNSEL'S CHAMBERS LIMITED
IN RESPECT ANY PROPOSED WORK
TO BE CARRIED OUT WITHIN THE COMPANY'S PROPERTIES

A person ("the Applicant") shall not carry out or cause to be carried out any work ("the Work") of any nature within any property owned or under the control of the company otherwise than on the following conditions:-

1. The applicant will seek and obtain the prior approval of the company in writing before commencing to carry out any such Work as the applicant proposed to do.
2. The Company shall be entitled in its absolute discretion to grant or withhold approval to any Work or may in granting approval impose any conditions which it considers necessary or appropriate.
3. Approval to carry out Work will not be granted if there are any outstanding Arrears of maintenance contributions or rent.
4. The Applicant shall ensure that any contractor or sub-contractor or workman or otherwise any person engaged by the applicant in respect of the Work fully and faithfully complies with the Company's "Contractor On-site Procedures & Conditions" and "Rules for Tradespersons" as amended from time to time, copies of which are available from the company's office.
5. Any Work that is carried out without the approval of the Company will be rectified or returned to original state by the licensee or tenant who commissioned the work. If the licensee or tenant fails to do so they will be liable to the Company for an amount equivalent for the cost of carrying out such work. This will become monies due and payable to the Company.
6. Applications to carry out Work should be submitted to the Company's offices and depending on the nature or extent of the Work to be carried out. The Company may require the following:
 - (a) detailed plans and specifications in respect of the Work. Detailed CAD drawings of existing floor layouts can be obtained from the Company's Maintenance Department.
 - (b) the written approval of the members of the Applicants Floor in the building in which the Work is to be carried out.
 - (c) approval by the relevant statutory authorities of plans and specifications for the Work.
 - (d) approval of the Attorney General's Department if required. Work to be carried out in Windeyer Chambers may also require the approval of the Owners Corporation.

- (e) an indemnity against any damage to the Company's property caused by or as a result of the carrying out of the Work.
 - (f) an indemnity against any claims of any nature whatsoever resulting from the Work.
7. future applications for the Company to grant Owner's consent to carry out work in the Company's properties that such requests should be accompanied by a BCA Compliance Assessment Report prepared by Davis Langdon that certifies that the proposed design is in accordance with the following:
- (a) The Building Code of Australia 2006;
 - (b) CCL's BCA upgrade plans;
 - (c) Any relevant dispensations that the Company has negotiated with the Council of the City of Sydney and/or any other regulatory authority;
 - (d) Any relevant requirements and/or restrictions that have been imposed by CCL;
and
 - (e) That the cost of obtaining the above advice from Davis Langdon should be borne by the relevant Floor.

DATED: February 2009