



Property Management Services

Choice Realty

Hello

A bit about us....

As a market leader in the industry, Choice Realty WA is proud of its reputation for professionalism and putting our clients at the centre of everything we do.... without you - we don't exist and we work hard every day to over deliver on your expectations.

With our ideally positioned and easily accessible offices, Choice Realty WA are your ears on the ground to determine how to best position your home to sell at the best possible price.

Personalised customer service coupled with unwavering integrity, guides our company culture and is carried across all departments -the Residential and Commercial Sales division and Property Management team.

Under the guidance and leadership of a team with over 30 years experience we continue to focus on building our strong customer centric approach and ensuring you will want to trust us with all your important property decisions both now and into the future.

We guarantee to provide comprehensive feedback to ensure you are kept in the loop every step of the way...

Choice Realty WA is ready to help—let's make it happen!



What We Promise

We promise to keep you updated about the progress in marketing your home

As a client of Choice Realty you will receive continual feedback on all enquiries and interest in your home so you are across all aspects of the sales process and can provide guidance and input to your agent
- this ensures your goals and desired outcomes can be achieved with minimal stress - which is our number one priority.



THE LEVEL OF ENQUIRY

After each Home Open and all along the way, you will be advised regarding the feedback from potential clients. This assists our ongoing strategy for your property and whether adjustment is required.

MARKET SNAPSHOTS

We will keep you advised of any shifts in the current market plus relevant sales in your area that may affect your asking price.

OPTIMISING OUR STRATEGY

By continual analysis of buyer feedback, market trends & shifts in the economy we can execute changes required early in the marketing process to ensure we optimise the sales potential of your home.

Points of Difference

WE LOVE OUR JOB

- We respond to telephone calls within 4 business hours
- We respond to emails within 48 business hours
- We have over 30 years industry experience
- Contact you immediately after home opens with feedback
- We have a thorough tenancy application selection process
- Home Opens will be conducted Tuesday to Thursday between 4-6pm to attract the most interest.
- ALL final inspections will be conducted within 24 hours of the tenants vacating.
- FINAL INSPECTION - if there is no action for the tenant write and sign PCR stating it has been completed and no action required.
- No discounting or wavering fees without prior approval
- We have a zero arrears policy - 3 day arrears Breach and Terminate notice sent
- All our team have access and can manage all properties when needed.
- We pay all property outgoings ie. Council rates, Strata, water
- Have on online owner portal via Property Tree
- We arrange annual smoke alarm, air conditioning and gutter checks



Choice Realty

Meet Our Team



Alex B Mitchell - Principal

Alex B Mitchell's vast experience in real estate and finance was the catalyst behind the rapid success & award-winning accolades. Alex's enthusiasm, determination and commitment to his clients and his team have lead to outstanding results whilst upholding the highest standards of ethics and service within the industry.
Email: alex@choicerealty.com.au - Phone: 0417 184 288



Mel Mitchell - Owner/Managaer

Through Mel's experience in the finance industry since 1993, she understands the processes of buying and selling property very well. Melanie has a sound knowledge of Property Management, Property Sales as well as the daily running of a Mortgage Choice business and always commits to a high standard.
Email: mel@choicerealty.com.au - Phone: 0488 588 851



Donna Goddard - Office Manager

Having had a vast network of clients with a wide variety of backgrounds, Donna is a highly organised and motivated professional with extensive experience. Donna is committed to a high level of customer service while managing multiple tasks and projects effectively and efficiently.
Email: donna@choicerealty.com.au - Phone: 0499 988 855



Shannon Stone - Senior Property Manager

Shannon is an experienced Senior Property Manager with a strong track record. She specialises in managing diverse property portfolios with precision and care. Her expertise ensures compliance, smooth operations, and maximised returns. Shannon is dedicated to delivering professional results for every client.
Email: shannon@choicerealty.com.au - Phone: 0428 614 912



Paige McDonald - Property Manager

Paige brings a balanced approach to property management. She combines strong organisational skills with a personable style. Her proactive methods ensure properties are well looked after. Paige values building strong relationships built on trust and respect. Her goal is to achieve the best outcomes for both owners and tenants.
Email: paige@choicerealty.com.au - Phone: 0429 844 327



Admin Team

Mel V keeps everything running like clockwork behind the scenes. They're dedicated, efficient, and always happy to lend a helping hand. From managing managing maintenance to handling enquiries and processing all the paperwork, they've got it covered, allowing the Property Managers more time to talk to owners and tenants.



Choice Realty

Meet Our Team



Tom and Nat Cleary - Licensed Agents

With 22 years of experience, we bring integrity, trust, loyalty, passion, persistence, and action to every transaction. Committed to clear communication and exceptional service and focus on achieving the best outcomes for their clients. They genuinely love Real Estate.

Email: tomc@choicerealty.com.au - Phone: 0434 513 622



Blake Mitchell - Licensed Agent

Blake completed his real estate qualifications and has been in the industry since 2019. The youngest in the Mitchell clan, Blake argues that he's been in the real estate industry since he was born, having been involved in robust real estate debates and discussions. He has proven himself honest, friendly and professional in the time since joining Choice Realty and his clients love him!

Email: blake@choicerealty.com.au - Phone: 0452 258 642



Naia Mitchell - Sales Assistant

Naias' strong organisational skills and extensive customer service experience make her more than capable of providing administrative support to Alex and Blake. Naias' efficiency and strong communication help to ensure your real estate journey is an easy one!

Email: mft@choicerealty.com.au - Phone: 0488 221 019

Maintenance

HOW DOES BRICKS + AGENT SIMPLIFY MAINTENANCE FOR A PROPERTY OWNER?



Interact & action all maintenance requests through both email & SMS. Emails & SMS will be sent from Bricks + Agent.
✉ support@bricksandagent.com
☎ +61488853500



We recommend you whitelist and save support@bricksandagent.com as a contact in your email software.



If you have any questions, please just reply to the email you received, and your property manager will get that reply.



Clear communication for all parties including you as the owner, property manager and the tenant.



Tenants will receive a self-help guide to resolve any minor maintenance requests prior to lodging.



Tenants are automatically updated throughout the maintenance process, which equates to happy tenants.



Clear communication will result in tenants staying longer in properties

Why Property Managers are using it?



Helps with communication



Speed up processes




More robust tenant reporting



Landlord Property Insurance

Protect your valuable asset with tailored coverage that lets you focus on what matters most.

 pipinsurance.com.au

 1300 307 072

 hello@pipinsurance.com.au

Purchase online to enjoy a **5% discount** for the lifetime of your policy



Landlord Insurance

Protection for the rental income of your investment, along with cover for the property contents (carpets, floating floors, curtains/blinds & household goods provided for the tenant) plus legal liability cover. Benefits are offered for a range of risks including accidental, deliberate, theft and pet related damages.

Benefits	Limits
Loss of Rent due to Policy Covered Damages No Vacant	Up to 52 weeks Up
Possession Death, Murder or Suicide Departure without	to 52 weeks Up to
Notice or Court Ordered Domestic Violence Financial	26 weeks Up to 20
Hardship Legal Liability Cover Accidental Loss or Damage	weeks Up to 20
to Contents Deliberate Damage by Tenant to Contents	weeks Up to 12
Tenant Theft of Contents	weeks Up to
Damage or contamination caused by illegal or controlled drugs	\$20,000,000 Up to
Legal Expenses - Court, bailiff, sheriff fees	\$70,000 Up to
	\$70,000 Up to
	\$70,000
	Up to \$60,000
Up to \$500 to cover property manager's fees for attending the court or tribunal	Up to \$7,500
Damage by Tenant Pet	Up to \$5,000
Fumigation Costs	Up to \$5,000
Tax Audit Fees	Up to \$5,000
Locks & Keys	Up to \$1,000
Re-Letting Fee	Up to \$500
Garbage Removal	Up to \$500

Claim Type	Standard Excess
Loss of Rent & Tenant Default	Nil Excess Nil
Deliberate Damage	Excess \$250
Contents	Excess
Claim Type	\$250 per Claim
Accidental Damage by Third Party	\$250 per Claim
Accidental Damage by Tenant	\$250 per Claim
Damage by Tenant Pet	\$250 per Claim
Theft of Contents by Tenant	\$250 per Claim
Flood	\$500 per Claim
Earthquake, Named Cyclone, tsunami or volcanic eruption	\$5,000 per Claim

Please note: Additional excesses also apply for properties vacant longer than 90 days – please refer to the PDS.

Annual State Premiums*							
State	WA (6000-6646)	SA	VIC	TAS	NSW	ACT	QLD (4000-4669)
Per Annum	\$357	\$347	\$357	\$347	\$447	\$364	\$387

Purchase online to receive a 5% discount for the life of the policy.



Building Insurance

Building insurance is designed to cover damage to the permanent fixtures & structures of a property from a wide variety of events, including fire, storm, impact, vandalism, and earthquake. It will include cover for the roof/ceiling, walls/doors/windows, kitchen & bathroom fit outs and any built-in or plumbed facilities. It's vital to assess the adequate replacement cost of your property as cover will extend to additional features like carports, pergolas, sheds & fencing. Combined with landlord insurance, it will also protect against rent loss & tenant damage.

Benefits	Limits
Accidental Physical Loss or Damage	Sum Insured
Theft, Attempted Theft or Burglary	10% Building Sum Insured
Damage or contamination caused by Illegal or controlled drugs	\$60,000
Removal of Debris	Up to 10% of the Sum Insured for your Building in addition to the Sum Insured for your Building
Temporary Repairs	Reasonable costs to prevent further physical loss or Damage
Professional and Authority Fees	Up to \$30,000 in addition to your Sum Insured or up to 10% of the Sum Insured for your Building, whichever is the lesser.
Legal Expenses (court, bailiff, sheriff fees) Upto \$500 to cover property manager's fees for attending the court or tribunal	\$7,500
Exploratory Costs	\$5,000
Mortgage Discharge Costs	\$5,000
Tax Audit Fees	\$5,000
Fumigation Costs	\$5,000
Landscaping	\$2,000
Solar Panels	\$2,000
Rainwater Tank	\$1,500
Lock and Keys	\$1,000
Loss of Metered Water or Gas	\$500
Electric Motor Burnout	15 years old
Legal Liability	\$20,000,000

Claim Type	Standard Excess
Building	As nominated by the policyholder
Claim Type	Additional Excess
Accidental Damage by a Third Party other than your Tenant	\$250 per Claim \$300 per Claim
Electric Motor Burnout	\$500 per Claim \$5,000 per Claim
Flood	
Earthquake, Named Cyclone, tsunami or volcanic eruption	

Please note: Additional excesses also apply for properties vacant longer than 90 days – please refer to the PDS.



To get a quick and easy quote for your property, you can head to our website www.pipinsurance.com.au or give us a call on 1300 307 072 – we're here to help!





Application: Landlord policy

This application is only relevant for landlord insurance. If you require building cover - please get in touch!

Email your completed application to: hello@pipinsurance.com.au

Landlord Details

Insured Name/s

Insured Email

Insured Postal Address

Insured Phone Number

Property Details

Insured Property Address

Type of Property

House Townhouse / Duplex Apartment / Unit / Flat

If an Apartment, Unit or Flat, what floor (level) is it on? _____

Is the building structurally sound and well maintained? Yes No

Is the property for sale? Yes No

Is the property scheduled for demolition? Yes No

Is your property currently undergoing renovations? **If 'Yes', please answer questions below:** Yes No

Will the costs exceed \$70,000? Yes No

Will the renovations exceed 60 days? Yes No

Are the renovations structural? **Claims**
Have you had 3 or more claims over the past 5 years, or any one claim exceeding \$10,000 on any rental property or dwelling? Yes No

Is your property currently insured? Yes No

If YES, who is your current insurer?

Commencement & Communications

Insurance Start Date _____

NB: cover can't be backdated, or more than 45 days in advance.

Contact Method for Invoices & Documents

Email Post Agent

Managing Agent & Tenancy Details

Is the property managed by a licensed property manager? Yes No

If 'Yes', please provide the name and suburb of your Managing Agency: _____

Is this property part of the National Rent Affordability Scheme (NRAS) or a Government/Community scheme? Yes No

Do any of the following apply?

The property is being sublet

The lease agreement is in a different name to the occupants residing in the property

A total of 4 or more separate lease agreements for this property have been in place in the last 12 months

None of the above

Do/will all the leases in place meet the Residential Tenancies Act requirements? Yes No

Is the property currently occupied by a tenant? Yes No

If 'No', why is the property currently unoccupied? _____

If 'Yes', do any of the following apply?

Has the tenant been in rent arrears in the past 3 months? Yes No

Has the tenant lost their job, had their hours reduced or their rental amount reduced due to economic distress? Yes No

Is the tenant engaging in any behaviour that may result in a breach of lease conditions? Yes No

How many lease agreements are active/will be in place at this property? _____

What is the total weekly rent? _____

This Landlord policy covers the weekly rental amount up to \$1,250. By request we can increase coverage.

Please tick if you would also like a quote for building insurance - our team will contact you to arrange.

Note: Depending on your answers we may need to contact you for further information before accepting this application.

Duty to take reasonable care not to make a misrepresentation and Client Declaration

Before you enter into this contract of insurance, you have a duty to take reasonable care not to make a misrepresentation. You have a similar duty when you ask us to vary or extend the insurance, and when we offer to renew your insurance. This means that you need to take reasonable care to provide honest, accurate and complete answers to our questions. A misrepresentation includes a statement that is false, partially false, or which does not fairly reflect the truth.

When you ask us to vary or extend your insurance or before you renew your insurance, you need to take reasonable care to review any information that we provide to you for your confirmation and to tell us about any changes, if the information is no longer honest, accurate and complete.

For the full version please refer to the PDS.

I have read and understood the duty to take reasonable care

Important Notice: Please read the relevant Product Disclosure Statement (PDS), Financial Services Guide (FSG) and Target Market Determination (TMD) available from us, on our website or by calling us direct, to consider whether our product is right for you. Benefits are subject to terms and conditions, including excesses, limits and exclusions of your policy.

Authorised Person:

- Have you ever had any type of insurance proposal declined or any type of policy cancelled or renewal refused or had special terms or conditions imposed by any insurer?
- Have you been convicted of theft or fraud in the past 5 years?
- Have you been declared bankrupt in the past 5 years?
- Are you aware of any existing circumstances that may lead to a claim under this policy? Yes No

Signature

Date

Privacy Statement: Pip - the Property Insurance People are bound by the Australian Privacy Principles under the Privacy Act 1988 (Cth) and comply with the Privacy Act 1998 (Cth). This is outlined further in the Privacy Statement of your Product Disclosure Statement (PDS).



1300 307 072 hello@pipinsurance.com.au pipinsurance.com.au PO Box 8022, Cloisters Square PO, WA 6850

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Landlord Policy Flyer

Cover Benefits & Limits



Tenant Damage, Theft & Liability

Tenant Damage & Theft

Accidental Loss or Damage to Contents

Up to \$70,000

Deliberate Damage by Tenant to Contents

Up to \$70,000

Tenant Theft of Contents

Up to \$70,000

Drug Damage or Contamination

Up to \$60,000

Damage by Tenant Pet

Up to \$5,000

Additional Benefits

Legal Expenses - Court, bailiff, sheriff fees

Up to \$7,500

Fumigation Costs

Up to \$5,000

Tax Audit Fees

Up to \$5,000

Locks & Keys

Up to \$1,000

Garbage Removal

Up to \$500

Re-Letting Fee

Up to \$500

Liability

Legal Liability Cover

Up to \$20,000,000



Rent Benefits

Loss of Rent

Loss of Rent due to Policy Covered Damages

Up to 52 weeks

Tenant Default

No Vacant Possession

Up to 52 weeks

Death, Murder or Suicide

Up to 26 weeks

Departure without Notice or Court Ordered

Up to 20 weeks

Domestic Violence

Up to 20 weeks

Financial Hardship

Up to 12 weeks



Claim Type & Standard Excess

Loss of Rent & Tenant Default	Nil Excess
Deliberate Damage	Nil Excess
Contents	\$250

Claim Type & Additional Excess

Accidental Damage by Third Party	\$250 per Claim
Accidental Damage by Tenant	\$250 per Claim
Damage by Tenant Pet	\$250 per Claim
Theft of Contents by Tenant	\$250 per Claim
Electric Motor Burnout	\$300 per Claim
Flood	\$500 per Claim
Earthquake, Named Cyclone, tsunami or volcanic eruption	\$5000 per Claim



Annual State Premiums*

*Premiums based on fixed policy inclusions

State	WA (6000-6646)	SA	VIC	TAS	NSW	ACT	QLD (4000-4669)
Per Annum	\$357	\$347	\$357	\$347	\$447	\$364	\$387



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Maximise the cash return

on your investment property



Depreciate and save

Property depreciation is the wear and tear of buildings and assets over time. The Australian Taxation Office allows the owners of income-producing properties to claim this depreciation as a tax deduction.

Regardless of when you purchased your property, whether it's new or old, it's likely there are substantial depreciation deductions available. For this reason, it's worth discussing your individual situation with our team.

Maximise your depreciation deductions with a BMT Tax Depreciation Schedule.

BMT has been trusted by investors Australia-wide for over 20 years. We have completed hundreds of thousands of tax depreciation schedules for all property types, ranging from residential houses and apartments to commercial properties.

Maximise your cash flow with BMT

We work with accountants and property professionals to ensure you claim every available dollar in depreciation deductions.



Most investment properties

both new and old, have depreciation available



We found clients an average of almost \$9,000

in first full financial year deductions in FY 2018/19



Claim back missed dollars

by adjusting previous tax returns



We guarantee to find double our fee

in deductions in the first full financial year claim or there will be no charge for our services



We work with your accountant

to maximise your deductions



Your one-off schedule fee is 100% tax deductible

and your schedule lasts a lifetime

Register for MyBMT to manage your depreciation

and investment property with ease

MyBMT



Smart investors choose BMT

Highly recommended

Choose the preferred property depreciation specialist for investors, accountants and property professionals across Australia.

Peace of mind

Enjoy peace of mind knowing that our depreciation schedules are **ATO compliant**. We offer **Australia-wide service and a flat fee** for all locations.

Typical deductions found on both new and second hand properties are shown below:

BMT deduction assessment				
New unit	\$560,000			
Second hand unit (2005)	\$548,000	\$4,655	\$23,275	\$1,722
New 3BR house	\$649,000	\$12,795	\$53,502	\$3,959
Second hand 3BR house (2005)	\$627,500	\$6,992	\$34,960	\$2,587

2019_TA225


The properties in this table all exchanged contracts after 7.30pm on 9 May 2017. *First five years, calculated on a 37% tax rate.



Estimate your likely deductions with the BMT Tax Depreciation Calculator online or via the app. Visit bmtqs.com.au/calc

Free estimate

To request an estimate of your likely deductions:

	Call	1300 728 726
	Fax	1300 728 721
	Email	investor@bmtqs.com.au
	Visit	bmtqs.com.au/investor

Enquiry form

Name

.....

Property type

Residential Commercial

Property address

.....

State

Postcode

Email

Mobile

.....

Offices

Local call 1300 728 726

Sydney	02 8265 5500	Melbourne	03 9296 6200
Parramatta	02 9633 5830	Adelaide	08 8193 5900
Newcastle	02 4978 6477	Canberra	02 6257 4800
Brisbane	07 3513 7400	Perth	08 6318 8700
Cairns	07 4031 5699	Hobart	03 6231 7100
Gold Coast	07 5526 3520	Darwin	08 8924 8200

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CHOICE REALTY
9451 2600

3rd Floor, 18/30 Hasler Road, Osborne Park 6017