Retail Shop Leases Act 1994

Annual estimate of outgoings year ending

/	/	
		(1)

The lessor must give the lessee an annual estimate of the lessor's apportionable outgoings (2) for the retail shopping centre/leased building in which the lessee's leased shop is located <u>and</u> the proportion of those outgoings for which the lessee will be liable under the lease - section 38A *Retail Shop Leases Act 1994* (Act).

Name of centre/leased building:		
Name of Lessor:		
Name of Lessee:		
Address of leased shop:		
		Annual Estimate of Outgoings (\$)
Administrative costs		
Advertising and promotion		
Air conditioning – maintenance		
Air conditioning – operating costs		
Body Corporate Levy (excluding expenditure of a	capital nature)	
Caretaking		
Cleaning		
Electricity		
Fire levy		
Fire protection		
Insurance		
Land tax		
Lifts and escalators		



Local authorit	y rates:									
Cleansing	J									
General										
• Water										
Other										
Management	(3)									
Repairs and n	naintenance									
Security										
Telephone										
Wages										
Other expense	es (4)									
Total Outgoin	ngs									
	f total outgoing opropriate, attach			be liable						
								/	1	
Signature of Les	ssor/Lessor's Ag	ent						Date	:	
Notes:										
(1) If period is les	s than a year desc	cribe the period								
Months		days		ending	1	1				
(2) For the meaning	ng of <i>lessor's app</i> o	ortionable outgoi	ngs for the purp	oses of this	statement,	refer:				
• section	7 of the Act (Mear	ing of outgoings);							
 definition 	n of <i>apportionable</i>	outgoings in the	Schedule to the	Act; and						
 sections 	36B, 37 and 38 c	of the Act.								
(3) If the retail sho towards the ac of the Act.	op is in a retail sho Iministration costs									
(4) List separately	unless this item i	s less than 5% o	f total outgoings	, or is an ite	m referred t	to in sed	ction 38	8A(5) of	the Act.	

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