

TOOPUNTUL

established 1979



SHAREHOLDER & GUEST INFORMATION PACK

2nd Edition August 2018



THE BOARD, PROPERTY MANAGEMENT & SHAREHOLDER ENGAGEMENT OVERVIEW

Toopuntul Holdings Ltd has seen a growing number of active shareholders over the years, with a widening range of diverse interests. This includes additional family members and guests attending the property. As a result the roles and responsibilities of the board, farm management and shareholders must be understood by all shareholders to ensure that their expectations are correct and that management is not inundated with unnecessary questions, issues, requests etc.

BOARD ROLES/RESPONSIBILITIES

- The duty to exercise their powers and duties with the care and diligence that a reasonable person would have,
- The duty to exercise their powers and duties in good faith in the best interests of the company and for a proper purpose,
- The duty not to improperly use their position to gain an advantage for themselves or someone else, or to cause detriment to the company,
- The duty not to improperly use information obtained through their position to gain an advantage for themselves or someone else, or to cause detriment to the company,
- Have a positive duty to prevent the company trading if it is insolvent. A company is insolvent if it is unable to pay all its debts when they are due.
- A duty to keep books and records.
- Executing these responsibilities requires the Board to develop policies, like those contained in this document, which serve the interests of all shareholders and protect the company.

FARM MANAGEMENT ROLES/RESPONSIBILITIES

- Point of contact for advance arrival confirmation of shareholder and party via email or phone call
 - Emergency contact number for shareholders family/work
 - Farm management can/will organise the following for shareholders;
 - Hut cleaning – as required \$250¹ per clean
 - Hut Pest / Insect spraying – done annually after Easter per hut inside and outside at cost
 - Deliver firewood cut to ‘outdoor’ or ‘pot belly’ size to shareholders hut/camp – cost to be paid based on amount ordered and type
 - Replace empty 45kg gas cylinders – at cost
 - Turning on power & water on shareholders hut on morning of arrival
 - ***Shareholders must request in writing any of the above***
- *NB Hut Pest/Insect Spraying will occur annually and must be requested in advance of 1st March, failure to do so will mean waiting until the following year.*

¹ Fees mentioned herein typically increase annual by CPI.

- Farm management is not responsible for refilling 9kgs LPG gas bottles – shareholders should maintain a spare/swap over
- Organising hut/camp repairs quotes and overseeing jobs once quote approved by shareholder
- Follow up any misconduct by shareholders or their guests with the relevant shareholder and/or board for appropriate action
- Deal with all day to day shareholder liaison. If there is an issue that cannot be resolved the farm manager will advise the shareholder to contact the board

SHAREHOLDER RESPONSIBILITIES to Management

- Confirming arrival date/time in advance, and notifying management of any changes
- Respecting farm management's role
- Show respect at all times
- If "do not disturb sign" is up at managers residence this must be respected at all times except in an emergency.
- Adhere to any instructions from the farm management and ensuring responsible guests obey/understand the rules
- Shareholders are responsible for their guests at ALL times
- Shareholders must ensure they and their guests complete the visitor register
- Shareholders must ensure their guests have signed the "Guest Registration Acknowledgement".
- No phone calls to house unless an emergency after 6pm Monday to Friday, and after 12pm Saturday.
- Abiding by Property Rules and farm management's instructions at all times
- Always accompany their guest outside of the campground

**BE SAFE, BE RESPECTFUL, KNOW THE RULES AND
ENJOY ALL THAT TOOPUNTUL HAS TO OFFER**

ADDITIONAL DOCUMENTATION;

Contained within this book are the following items in which all shareholders and their guests must understand and be familiar with:

- **TOOPUNTUL HOLDINGS PROPERTY & SAFETY GUIDELINES**
- **HUNTING GUIDELINES, PROCEDURES & RULES**
- **FEE SCHEDULE FOR CAMPING & HUNTING**
- **EMERGENCY CONTACT LIST**
- **SOCIAL MEDIA POLICY**
- **MOTOR VEHICLE POLICY**
- **FARM RESIDENCE RENTAL INFORMATION**
- **MAP OF PROPERTY**



TOOPUNTUL HOLDINGS PROPERTY & SAFETY GUIDELINES

As a shareholder it is extremely important to know the property guidelines, and your role in ensuring Toopuntul is a safe and enjoyable property, and that you are always responsible for your guests.

Toopuntul Holdings Ltd offers shareholders, their guests and visitors a unique opportunity to share in the wonders of this magnificent property through the utilisation of its many natural resources and other facilities. While the property may have many attributes it also has many dangers, often hidden to the unwary and those inexperienced in this type of country. By remembering a few basic points and observing the safety guidelines, you will be taking steps to make your stay happy, safe and enjoyable.

PROPERTY ACCESS RULES

When planning a visit to Toopuntul, book **in advance** by phoning the manager on 0419 372 090 or (02) 6993 6751 or by sending an email to manager@toopuntul.com.au.

- Before leaving home call the manager to confirm your attendance and check on existing weather conditions. Be aware rain can restrict access for some time
- Don't drive into the property if the access road is wet. Apart from the possibility of sliding off the road or bogging, considerable costly damage is caused to the track surface, especially by heavier four-wheel drives. Shareholders are liable for damage
- **ON ARRIVAL: "sign in"** at the information box located at the Toopuntul sign on the main track. Record your name, date of arrival, number of guests in your party, and ensure to **"sign out"** on final departure using the blue folder register
- **TRIP REGISTER:** whilst travelling around Toopuntul it is an OHS obligation and responsibility of all shareholders to fill in the trip register when leaving the campground with name, location (take the tag), and number of people, activity and the expected return time. You **MUST** return the location tag and sign the register to confirm your safe return to campground.
- Whilst in camp or travelling around the property please be aware of any hazard or risk situations on the property and report any issues to farm management as soon as possible
- If you notice anything around the property that does not look right to you please notify the farm management.
- While at the property be conscious of changing weather conditions. Rain can close the campground and property access track and thus prevent departure. Be mindful of this when packing supplies especially at certain times of the year if you are unable to depart the date originally expected.

- Access restrictions are controlled by farm management at all times.

CAMPING GUIDELINES

- No huts, modifications, additions etc are permitted to shareholder sites without prior permission from the Management/Board. Any shareholder wishing to build or modify a site must first discuss any plans with the farm manager.
- Unless specifically approved, camping is restricted to the designated camping area. Do not camp under aged or knotted trees – use common sense as heavy falling limbs are potentially lethal.
- Paper, cardboard and wood can be burnt rather than placed in bins but plastic, foam, glass, tins, animal remains or other items that may create toxic fumes or offend other campers should be placed in bins.
- To assist with cleaning, please remove muddy boots before entering the amenities block and report pump or ablution block issues asap
- All shareholders are expected to keep the campground clear of debris, utilise fallen trees for firewood, and generally maintain the area around their camp/hut to reduce fire and snake risks.
- Do not encroach on or camp on other shareholders allotment – common sense must prevail. All shareholders want to be able to enjoy the space the property has to offer
- Do not assume you can borrow something from other shareholders. Permission must be given by the shareholder

FIRES & PRECAUTIONS

Fires are one of the greatest threats to personal safety, livestock and the environment at Toopuntul. The abundant dry fuel sources and hot, arid climate combine to provide a significant fire risk during most times of the year. It is expected that everybody take particular care in this regard.

- **Observe Fire Restrictions on fire danger days. If in doubt ask first.**
- Wherever possible use constructed fireplaces, well clear of flammable material.
- Do not leave fires unattended. Keep a hose or shovel nearby in case of embers.
- Do not light fires near the base of any tree or exposed root structure as the fire can quickly spread through the tree making it almost impossible to extinguish.

- Other common sense precautions must be taken such as properly disposing of lighted cigarette butts, picking up broken glass and avoiding the use of spark producing tools or equipment.
- Ample firewood can be obtained from fallen branches and trees. A permit is required to cut down trees. Wood is not to be taken from other shareholders stacks without permission.

ENVIRONMENTAL EXPECTATIONS

- A great deal of effort goes into the protection of the natural environment through strictly controlled stock and crop management.
- Leaving a normally closed gate open, or closing a gate that has been left open, has the potential to cause significant damage and incur substantial financial losses in the terms of additional mustering and crop destruction costs.
- Leave gates as you find them. If in doubt contact farm management.
- Keep Toopuntul clean and tidy. Take all your refuse back to camp, where appropriate burn and use the bins where appropriate. Do not litter

WATER & BOATING GUIDELINES

- NSW boating regulations are applicable to both the Murrumbidgee and Lachlan Rivers, including any tributaries, therefore necessitating a boat licence (where appropriate) and the carriage of safety equipment.
- High rivers produce extremely strong eddies and fast, unpredictable water flows. Extreme care must be taken when contemplating any boating in these conditions. Swimming should not be attempted at these times.
- When undertaking extended boat trips along the river advise a responsible person in the camp (or the Farm Manager) of your intended route and expected return time. Don't forget to let the same person know of your return.
- Always take care to avoid hidden objects in the river – submerged timber is common and care should be taken when operating a boat. Always be aware of swimmers especially at the point.
- Dams and channels are often deceptively deep and have steep, slippery banks. Similarly, many of the natural and man-made watercourses travelling through the property contain hidden deep holes and dangerous snags. Great care should be exercised at all times.
- Swimming is permitted in the rivers but is at the sole risk of the shareholder/guests and any children must be supervised at all times.

- Fishing and the catching of yabbies are encouraged. If European Carp are caught when fishing, please do not return them to the water.
- Please observe licence requirements, fish size and bag limit laws.

VEHICLE SAFETY

- **It is the responsibility of every vehicle owner and driver that their vehicle is registered and it is expected all vehicles are maintained to roadworthy conditions.**
- Farm management has the right to refuse a vehicle to be used on the property at anytime

AT ALL TIMES SHAREHOLDERS WILL BE HELD ACCOUNTABLE FOR THE ACTIONS AND BEHAVIOUR OF THEIR GUESTS



FIREARM SAFETY GUIDELINES & RULES

- It is an OHS requirement and is the responsibility of every hunter that they are appropriately licensed and hold the necessary permits.
- A copy of all shareholder licences must be made available to farm management.
- The carriage and/or use of loaded firearms in the camping area is strictly prohibited.
- It is expected that all shareholders and their guests store any firearms and ammunition safely and securely whilst on the property.

Always ensure firearm safety - It is everybody's responsibility.

HUNTING GUIDELINES, PROCEDURES & RULES

Hunting at Toopuntul is one of the most popular activities undertaken by shareholders. It is the responsibility of all shareholders to obey the law, take all safety precautions and to strictly abide by the hunting guidelines, procedures and rules to ensure the safety of everyone.

- **Shareholders are responsible for guests at all times.**
- When hunting, guests & under age children must be accompanied by the shareholder at all times.
- Hunting is strictly prohibited in the campground and on neighbouring properties.
- **Hunting is only permitted in the designated areas** - refer to the Toopuntul Property Map for details. If you are unsure of identifying boundaries, cease hunting and seek advice from the farm manager.
- The **“trip register”** must be completed/checked on leaving the campground. No one can enter an area where another shareholder is signed out for until they return the tag.
- Think of others when choosing the area you wish to hunt in and the **length of time.**
- Please keep tracks clear of feral carcasses.
- Be conscious of valuable livestock. Sheep, cattle and calves are often difficult to see amongst lignum, salt-bush and heavily timbered country. Hunters will be held responsible for stock damage or losses.
- Duck hunting is only permitted under property management control and then in accordance with appropriate legislative requirements. All other bird life is protected unless directed by management.

TRIP REGISTER

The trip register is in place to ensure the safety and protection of all people who visit the property. In particular the trip register is an essential requirement to ensure no firearm related incidents occur and that anyone hunting or undertaking another activity in a particular area, who has completed the trip register correctly, can feel safe to enjoy their activity.

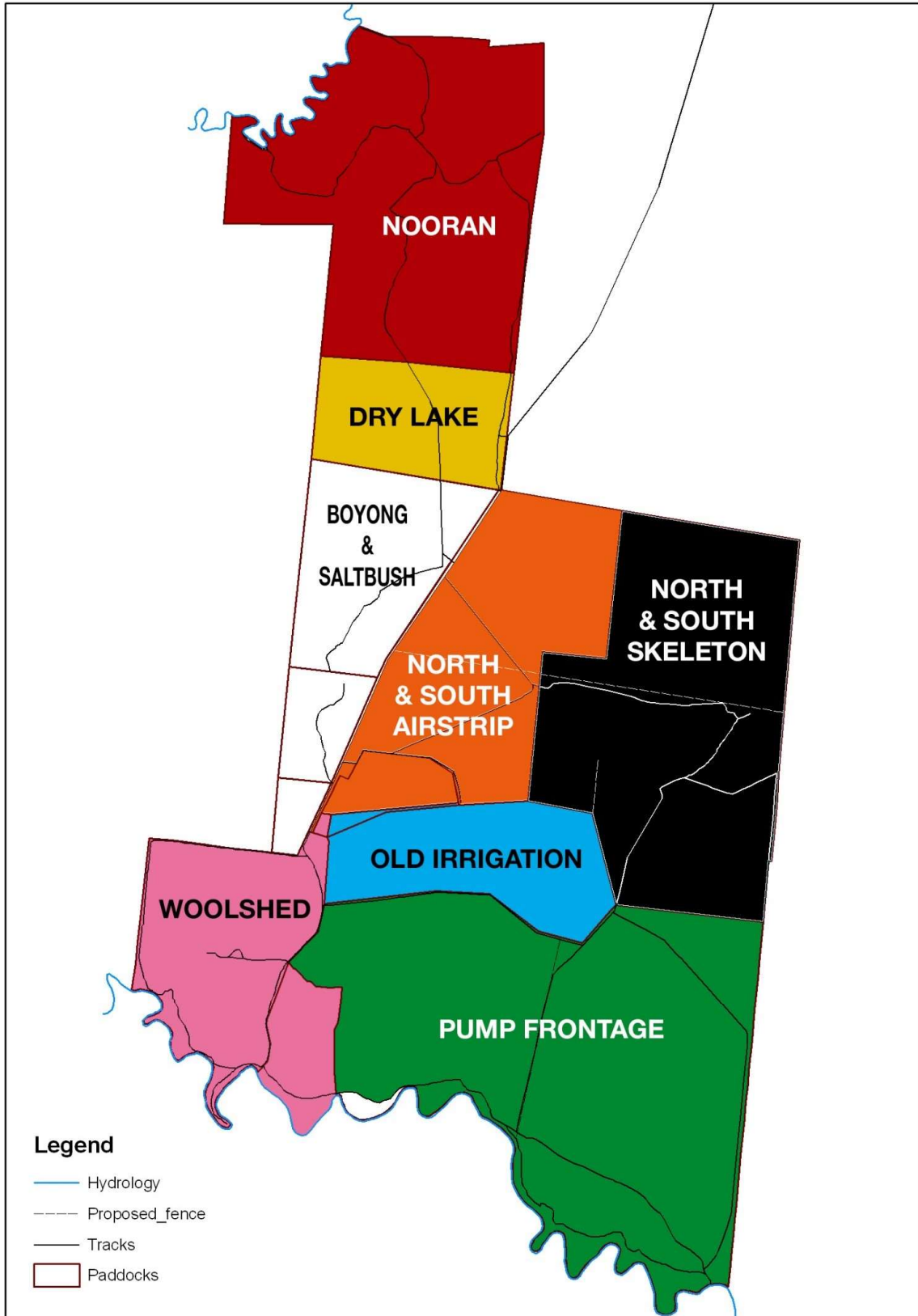
This system is proven to work but relies on ALL shareholders following the same procedure.

Not being compliant with this system means you are putting yourself and other people in danger.

- Never leave the campground without stopping at the registration booth to complete the trip register.
- Shareholders are required to **sign out** on departure with the time, destination, number of people and expected duration of your trip.
- The destination is the paddock you are going to as per the names used on the property map supplied in this book and in the registration booth, eg Nooran or Pump Frontage. It is not the area (eg charlie's point, or downstream of camp etc).
- Take the coloured tag from the hook which corresponds with the paddock you are going to with you.



REMEMBER TO TAKE THE TAG WITH YOU
&
REPLACE IT ON YOUR RETURN



- Shareholders **MUST ALSO sign in** again and return the tag to the hook to confirm their safe return to the campground and so that others can then use that area.
- Do not enter a paddock registered to another shareholder.
- Do not shoot over/through fences, into another paddock, or close to livestock.
- If you are unsure of your directions or become disorientated, stop any shooting activities and be extremely cautious until you are able to locate your position safely, or have been able to return to camp. If this occurs at night leave your lights on so that you are visible to others.
- Ignorance is not an excuse, nor will be accepted – if in doubt ask the farm manager or a fellow shareholder for clarification.
- If you feel you are not getting enough of a chance to hunt a particular area because of the number of people on the property, speak to farm management or communicate with fellow shareholders.

The safety and enjoyment of the shareholders is something farm management and the board take extremely seriously, as we are sure you do too. Be aware of your surroundings, take care at all times, follow all firearm safety and adhere to the property guidelines at all times.

Please contact Peter Schofield immediately on 0419 372 090 if you have any queries or concerns.



FEE SCHEDULE

Fee Schedule* from 22nd September 2017

	Shareholder with allocated site	Shareholder without allocated site	Guest
Definition	Includes partner & own children under 21 years & own grandchildren under 16 years	Includes partner & own children under 21 years & own grandchildren under 16 years	Includes own children over 21
Camping (Weekly or part thereof)	40	40	40
Hunting – Per Day	No Charge	No Charge	100 per person
Site Rental (Powered)^	520 pa		
Site Rental (Non-powered)^	400 pa		
Continual Power Levy^	150 pa		

* Inclusive of GST. ^These charges increase by CPI annually.

- A 'guest' includes the shareholder's direct descendant over 21 and the shareholder's visitors.

The hunting fee applies to the person shooting only, not the whole group that goes out. For example, if four people go spotlighting and two shoot while the others drive and hold the spotlight, the hunting charge applies only to the two shooters.

- Continual Power Levy applies to shareholders who leave electrical appliances such as fridges and freezers operating between visits.
- Property and public liability insurance for shareholder sites and activities is available for a fee depending on the insured amount – shareholders should contact the company secretary for further details on how to insure their site

EMERGENCY DETAILS & CONTACT LIST

POLICE/FIRE/AMBULANCE:

Emergency 000

****IMPORTANT****

WHEN CALLING 000 - GIVE THE OPERATOR THE FOLLOWING DIRECTIONS:

- **TOOPUNTUL STATION OXLEY 2711 - (make sure they get the postcode)**
- **FROM HAY - TRAVEL 46kms OUT THE HAY-MAUDE ROAD**
- **TURN RIGHT ON TO THE OXLEY ROAD**
- **TRAVEL 32kms THEN TURN LEFT AT THE THREE MAILBOXES (THIS IS CALLED TOOPUNTUL ROAD)**
- **TRAVEL 20kms TO HOMESTEAD**

If the operator tells you that you are coming up on their computer as being in the Maude locality – just reinforce that the above directions will get them to where they need to come.

If the situation is in the paddocks then ensure someone will meet them on the main access track to guide them to the appropriate location. As soon as possible notify the farm manager for further assistance.

As mobile phone reception is limited UHF radios are encouraged in huts and vehicles

TOOPUNTUL STATION

Telephone	(02) 6993 6751
Mobile	0419 372 090 Peter
UHF	Channel 3
Airstrip Coordinates	34:21:06 S 144:04:00 E

BOYONG STATION

Telephone	(02) 6993 6755 Steve & Lisa
Mobile	0427 274 553
UHF	Channel 14
Airstrip Coordinates	34:19:12 S 144:03:05 E

TUPRA/OXLEY STATION

Telephone	(02) 69938187 David & Jenny
Mobile	0427 938 187
UHF	37
Airstrip Coordinates	34:12:62 S 144:10:37E

GERAMY STATION

Telephone	02 6993 8186 Graham & Andrea
Mobile	0428 938 186
UHF	Chanel 8

PHOTOGRAPHY, VIDEO & SOCIAL MEDIA POLICY

Toopuntul Holdings Ltd. expects its shareholders and guests to maintain a certain standard of behaviour when using Social Media, email and SMS for work or personal purposes.

This policy applies to all employees, contractors and sub-contractors of Toopuntul Holdings Ltd. who contribute to or perform duties such as:

- maintaining a profile page for Toopuntul Holdings Ltd. on any social or business networking site (including, but not limited to LinkedIn, Facebook, Instagram, Google+, MySpace, Bebo, Friendster, Blogger, Word Press, YouTube or Twitter);
- making comments on such networking sites for and on behalf of Toopuntul Holdings Ltd.;
- writing or contributing to a blog and/or commenting on other people's or business' blog posts for and on behalf of Toopuntul Holdings Ltd.; and/or
- posting comments for and on behalf of Toopuntul Holdings Ltd. on any public and/or private web-based forums or message boards or other internet sites.

This policy also applies to all shareholders & guests of Toopuntul Holdings Ltd. who:

- have an active profile on a social or business networking site such as LinkedIn, Facebook, Instagram or Twitter;
- write or maintain a personal or business' blog; and/or
- post comments on public and/or private web-based forums or message boards or any other internet sites.

Professional Use of Social Media

No shareholder or guest of Toopuntul Holdings Ltd. is to engage in Social Media as a representative or on behalf of Toopuntul Holdings Ltd. unless they first obtain Toopuntul Holdings Ltd.'s written approval.

If any shareholder or guest of Toopuntul Holdings Ltd. is authorized to contribute to or participate in any form of Social Media related work, they are to act in a professional manner at all times and in the best interests of Toopuntul Holdings Ltd.

All shareholders and guests of Toopuntul Holdings Ltd. must ensure they do not communicate any:

- Confidential Information relating to Toopuntul Holdings Ltd. or its clients, business partners or suppliers;
- material that violates the privacy or publicity rights of another party; and/or
- information, (regardless of whether it is confidential or public knowledge), about the property, employees, shareholders or suppliers of Toopuntul Holdings Ltd. without their prior authorisation or approval to do so; on any social or business networking sites, web-based forums or message boards, or other internet sites.

Confidential Information includes any information in any form relating to Toopuntul Holdings Ltd. and related bodies, clients or businesses, which is not in the public domain. This includes, but is not limited to information relating to shareholders, suppliers, contractors and property information.

Private/Personal Use of Social Media

Toopuntul Holdings Ltd. acknowledges its employees, contractors and sub-contractors, shareholders and guests have the right to contribute content to public communications on websites, blogs and business or social networking sites not operated by Toopuntul Holdings Ltd. However, inappropriate behaviour on such sites has the potential to cause damage to Toopuntul Holdings Ltd. as well as its employees, shareholders, guests, business partners and/or suppliers. For this reason, all employees, shareholders, guests, contractors and sub-contractors of Toopuntul Holdings Ltd. must agree to not publish any material, in any form, which identifies them as being associated with Toopuntul Holdings Ltd. or its clients, business partners or suppliers.

All employees, shareholders, guests, contractors and sub-contractors of Toopuntul Holdings Ltd. must also refrain from posting, sending, forwarding or using, in any way, any inappropriate material including, but not limited to material which:

- Is intended to (or could possibly) cause insult, offence, intimidation or humiliation to Toopuntul Holdings Ltd. or its clients, shareholders, guests, business partners or suppliers;
- Is defamatory or could adversely affect the image, reputation, viability or profitability of Toopuntul Holdings Ltd. , or its clients, shareholders, guests, business partners or suppliers; and/or
- Contains any form of Confidential Information relating to Toopuntul Holdings Ltd., or its clients, shareholders, guests, business partners or suppliers.

All employees, contractors and sub-contractors of Toopuntul Holdings Ltd. must comply with this policy. Any breach of this policy will be treated as a serious matter and may result in disciplinary action including prohibition from the property.

MOTOR VEHICLE POLICY

Vehicles for use by Shareholders on Toopuntul

This policy is intended to provide guidance for shareholders on the type of Motor Vehicles (“vehicles”) permitted to be used and the accepted use of those vehicles on Toopuntul Station (“Toopuntul”).

The principles of vehicles use on Toopuntul are in keeping with the principles of:

- Ensuring the absolute safety of shareholders and guests;
- Providing an amenable environment for all shareholders to enjoy the property;
- Minimising the impact on the environment – flora and fauna; and
- Protecting stock on the property.

It is the shareholders responsibility to ensure the vehicles used by them and their guests are operated in such a way that the safety of occupants and other person’s present on Toopuntul are assured at all times.

Toopuntul is not intended to be used by shareholders or guests as a racetrack nor is it intended to be used by learner or probationary drivers as a training area. The racing of any and all vehicles is not permitted.

It is also the shareholders responsibility to ensure that all drivers of vehicles which are owned by them and/ or registered in their name, are legally permitted to do so, are licensed as required or if not licensed, are adequately trained and supervised. The owner of each vehicle is responsible for making sure that the vehicle has current registration and public liability. They are also responsible for the condition of the vehicle at all times including seat belts and all safety and associated equipment in the vehicles.

The Directors of Toopuntul Holdings Ltd do not accept liability for the behaviour of shareholders or for the condition of vehicles.

This policy applies to each and every registered vehicle entering Toopuntul. Any shareholder concerned about the substance of this policy or anyone who wishes to clarify how the policy applies to their vehicle should write to the Board.

Types of vehicles

Shareholder owned all-terrain vehicles such as side-by-side or Rhino ATV, ARGO amphibious vehicles, quad bikes and two wheel bikes are not permitted on Toopuntul. The ONLY types of shareholder owned vehicles that are permitted at Toopuntul are road registered passenger vehicles.

Condition of vehicles

Shareholders are wholly responsible for:

- Ensuring all vehicles owned by them are road registered and in their name are well maintained, especially steering, seat belts, brakes and exhaust system (the latter to prevent fire ignition sources);
- Ensuring that the driver is alert and driving within legal requirements and personal capabilities of a road registered vehicle.
- Carrying the necessary recovery equipment for the anticipated conditions, eg shovel, snatch-strap, chains, winch etc.

Use of tracks and driving across country

Travelling through the camping area and in the vicinity of the house should be undertaken carefully to avoid danger to pedestrians and minimise creation of dust.

Tracks on the property are subject to changes due to weather conditions and cracks, sink holes, erosion and other hazards may appear without notice or warning.

- Vehicles must be driven in an appropriate manner for the weather and road conditions existing at the time,
- Do not overtake vehicles in dusty conditions unless you are sure of no on-coming traffic, stock or other obstructions,
- Drive defensively when passing on-coming vehicles in dusty conditions or other low visibility,
- During wet conditions speed should be reduced to make sure that sufficient control over the vehicle is maintained. Engage hubs in wet conditions,
- During strong windy conditions beware of falling trees and flying debris,
- Beware of steep slopes in storages, channels, ground tanks, hill slopes, creeks and river banks. Always leave the vehicle turned off, in low gear and with park brake on. Ensure that you do not have a heavy articulated load in steep country,
- Travel down a slope in the same gear you travel up it,
- Do not drive through floodwater.

Shareholders wishing to travel around the property in wet conditions should seek permission from the farm manager before commencing their journey.

Firearms in vehicles

Shareholders are responsible for ensuring that firearms carried in vehicles on Toopuntul by family or friends are responsibly stored and used. Useful information on firearm safety can be found here:

[www.police.nsw.gov.au/ data/assets/pdf file/0014/133133/Firearms Users Guide.pdf](http://www.police.nsw.gov.au/data/assets/pdf_file/0014/133133/Firearms_Users_Guide.pdf)

Information on travelling in NSW with firearms and ammunition can be found here:

[www.police.nsw.gov.au/ data/assets/pdf file/0018/131184/Transportation FA CT Sheet.pdf](http://www.police.nsw.gov.au/data/assets/pdf_file/0018/131184/Transportation_FA_CT_Sheet.pdf)

Insurance

It is the responsibility of shareholders to maintain adequate insurance to cover damage to their own vehicles and to cover damage caused to third parties by their vehicles including in respect of personal injury. Vehicles are not covered by any insurance taken out on behalf of Toopuntul Holdings Ltd



SHAREHOLDER ACKNOWLEDGEMENT

***Receipt of this acknowledgement is regarded as proof of acceptance*

I, the shareholder named on this registration, acknowledge that Toopuntul Holdings Limited is committed to providing an amenity that is safe and enjoyable to all shareholders and their guests. I also acknowledge that Toopuntul Holdings Limited, through its management strives to operate the property to its full agricultural potential while at the same time protecting the health and safety of all employees and visitors together with the environment. In order to do this, restrictions and limitations may be placed on the activities of both myself and my guests and I undertake to comply with any restrictions, limitations or rules imposed by the company.

I also undertake to make myself familiar with the company's information pack, as amended from time to time, and conduct all of my activities in compliance with the information, guidelines and policies within.

I also accept that I am fully and wholly responsible for the actions of my guests and their compliance with the company's policy, rules and procedures.

While Toopuntul Holdings Limited will make every effort to ensure the privacy of shareholders and guests, I acknowledge and accept some of my personal details contained in this form may need to be disclosed to the New South Wales Police and the New South Wales Department of Environment and Conservation in accordance with the National Parks and Wildlife Act 1974, in particular Section 120 (Game Protection Bill 1995) and other firearm and wildlife protection provisions.

Toopuntul Farm House – Holiday Rental

Toopuntul Holdings Ltd has now made available the original farm managers residence to all shareholders and their guests as a rental opportunity. This presents a great opportunity to all shareholders, particularly those who do not have a permanent hut, or those that do and are in need of more space for a particular event or weekend/holiday away.

The House

- 3 bedrooms + Study, sleeping up to 7 adults comfortably (1 x queen bed, 1 x double bed, 1 x 2 single beds and 1 x single bed in study)
- 1 Bathroom with toilet, shower and separate bath
- Air-conditioned Living Room & Bedrooms and kitchen
- Kitchen with all appliances, oven, microwave, kettle, toaster and utensils
- Living room with natural light, farm and river views
- 32" LCD TV and DVD player in Living Room
- Indoor fireplace in living room
- Pet Friendly
 - *If requested by manager pets may be required to be chained up at night
- Private airstrip available for ferrying guests to and from the property

External Amenities

- Outdoor fire pit
- Outdoor Dining set for 6 people
- Gas BBQ
- Firewood provided if requested

Recreational Activities

- Hunting, Clay Shooting, fishing, bushwalking, swimming, and yabbying etc.
**Normal camping fees are waived under the rental agreement for guests of shareholders, however normal hunting fees apply to guests where applicable and are paid prior to departing the property. See separate schedule of fees for further information*
- In addition the local townships of Maude, Oxley, Hay and Balranald offer a variety of shops, experiences and excursions for all ages. Tourism info provided in house

Recreational Equipment

- Cards & board game selection available for all ages
- Selection of books available
- Fishing rods & bait available upon request
- Yabby nets available upon request

Rental Fees

- The house is available to rent for \$20 per person per night

- A 20% deposit is required to secure a booking and cover any damage incurred in advance
- Minimum Rental is 2 nights
- Maximum number of guests (must include minimum of 1 shareholder per rental) is 7 people in house
 - For an extra \$50 per night an extra 4 people may 'camp*' on the property lawn and use the house amenities
 - This would allow a maximum of 11 people to be utilising the property

****Guests are required to bring their own bed linen and towels**

Guests are expected to leave the house clean and tidy before departure. Failure to do so will result in a cleaning fee of \$75. The security deposit will be refunded following check of property to ensure it is left clean, with no damage and that no items are missing.

All shareholders/guests must be familiar with and adhere at all times to the Toopuntul rules, requirements and obligations which are contained within the shareholder information pack made available on arrival

Management will endeavour that no bookings are taken on the departure date to ensure guests get to use the house for the full length of their rental period

- *This excludes during school holidays at which check out time is 11.00am*
- *Normal check in time is between 1pm to 4pm*

To secure a booking a signed confirmation and payment of 20% deposit is required

Please direct all enquiries to Peter Schofield on 0419 372 090 or (02) 6993 6751 and booking confirmations to manager@toopuntul.com.au.

