



TOWN OF COTTESLOE

DATE RECEIVED

13 January 2026

MANAGEMENT PLAN

SHORT-TERM ACCOMMODATION

**2/9 John Street,
Cottesloe WA 6011**

January 2026

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1. Property Overview

This Management Plan applies to the short-stay accommodation to be provided as detailed below. The Plan includes details of the property accommodation and parking; house rules and noise management; as well as booking procedures, complaint handling and other matters managed by the professional short-stay management company, Let Go.

The property is conveniently located John Street Café Cottesloe - 180m, Cottesloe Civic Centre Secret Garden - 500m, Il Lido Italian Canteen - 220m, Indigo Oscar - 190m, Amberjacks - 130m, Indiana Cottesloe Beach - 230m, Cottesloe General Store - 280m, Cottesloe Beach - 190m, Cottesloe Tennis Club - 600m, Sea View Golf Club - 1.0km, East Cottesloe Nature Play Trail - 1.2km, Medical & Scientific Services PTY LTD - 950m, Dermatopathology WA - 1.6km, St Philips Anglican Church - 800m, Lamont's Cottesloe - 1.4km, Cimbalino - 1.3km, Pep's Wine Bar - 1.3km and provides a high level of amenity to tourists, interstate and local visitors looking for short term accommodation in a residential type setting.

The accommodation is intended for small groups and families, who are seeking a relaxed, home-like stay away from home. It is not intended for large groups, parties and late-night activities, which are more suited to hotels and tourism precincts.

The property will be occupied and managed much like an ordinary residential dwelling within the local area. The number of guests and car bays will be consistent with the bedrooms and car bays that the dwelling has been designed for and will not require any building works or modifications to increase capacity beyond a typical residential dwelling.

Tourists and interstate visitors would usually have one hire car or use taxi / ride share. Local guests will be aware of available car parking and limitations in the local streets prior to booking. As the property will be used like a residential dwelling, we expect no excessive number of vehicle trips to and from the property.

Property Address	2/9 John Street Cottesloe WA 6011
Number of Bedrooms	One (1) bedroom
Max Number of Guests	Two (2) guests
Car Parking Location	Paid street parking is available in the area
Outdoor Use	No use of outdoor areas (courtyard, balconies etc) between 10:00pm to 8:00am.
Visitors	Visitors require management consent. No overnight visitors.
Pets	No pets permitted at the property
Parties & Gatherings	No parties or gatherings permitted
Music & Noise	No loud music, movies, noise etc to be heard outside the property between 10pm to 9am
Smoking	No smoking permitted at the property

2. Company Background

Let Go is Perth's leading short-term accommodation management company providing end-to-end management of client's properties, with a proven track record of delivering a 4.6+/5-star review record and annually hosting over 22,000 + nights with 3,000 + reservations annually for 2023.

The Let Go team includes highly experienced and qualified real estate and property management professionals, who manage the property online listing, booking processes, guest screening, guest concierge, housekeeping services and property management.

Let Go is a Perth-based company, with the head office in Stirling. This ensures staff are available for hands-on management and prompt resolution of any issues.

The Property managers name and their contact details:

Denisa Dankovicova	denisa@letgobnb.com.au
PM contact number	(08) 6147 0802 / 0414 449 166
Address	3/45 Cedric Street, Stirling WA 6021

Our contact details are made available to all guests for properties under our management and we are obliging to provide our contact details to all adjacent neighbours in the rare chance of an issue arising. We are contactable 24/7 and typically able to attend properties in person within an hour for emergencies.

Short-stay accommodation is not subject to the same stringent rules of the *Residential Tenancy Act 1987* in favour of a tenant and their rights to occupy a premise. Therefore, we have significant power to be able to manage any potential antisocial behaviour.

We are financial members of ASTRA (Australian Short-Term Rental Accommodation Association) and have adopted their comprehensive National Code of Conduct.

You can always be assured of our best intentions and respect of the public amenity and neighbourhood.

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3. Guest Screening & Booking Process

When a guest requests or books a stay at this property, we can view or determine whether the guest's profile includes their required verification steps, including:

- Contact details including full name(s), phone number & e-mail address
- Acceptance of our stipulated house rules
- Confirmed payment
- Profile photo (if set)
- Government issued ID (such as driver's licence or passport)
- Written reviews/recommendations from other hosts
- Their overall star rating which can be categorised for items such as observance of house rules, cleanliness & communication
- Total number of guests & location based
- Their reason for visiting Perth & booking the property

We can then further screen the potential guest by cross referencing linked social media accounts, obtaining names of all guests, requiring government issued ID, that all guests are required to submit upon successful booking confirmation.

We have set a "pre-booking questionnaire" requesting applicable responses in relation to the above.

Once we have carried out a thorough check of the prospective guest, we then have a right to refuse, accept or cancel the reservation. Prior or after acceptance of the booking, we also send our "party screening" message which essentially reiterates our stance on no parties to be hosted at the premises and encourages guests to cancel their booking if that is their intent.

Our set of house rules are displayed both on the online listing and in our comprehensive guest handbook which is located inside the property in the kitchen. We can add additional house rules to suit the property, location, neighbourhood, or landlord's desires.

Once a guest is confirmed, our direct phone numbers are automatically exchanged for any further required communication. We privately message our guests before, during and after their stays and all the correspondence is saved for our own records.

We anticipate approximately one booking per week and our average trip length is between 6-8 nights. This is based on the average performance of our listings in our portfolio.

We specify a mandatory minimum stay length of two (2) nights as we find this significantly deters any unwanted targeting for parties or gatherings. We also have a booking cut-off time after 7:00pm so that we can't allow last-minute and late-night bookings to occur from opportunistic and likely undesirable guests.

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4. Check-In & Check-Out Procedure

Check-in is from 3:00pm until late, this is because guests can arrive off long haul flights late at night or arrive after work as they have travelled by car from the country. We will obtain from the guests their arrival time.

The property includes detailed visual and written easy check in instructions and guests find them extremely easy to follow and do not cause any disruption in checking in or out of our properties.

Check-out is at 10:00am or earlier on their departure date.

A secured lockbox or digital door lock will be installed at the property and next to the front door so guests can easily access the property with ease. We also offer a 'meet & greet' service and like to find out when their estimated time of arrival will be and may offer to meet the guest from time to time to welcome them to the property if required.

Our check-in instructions are issued to guests three (3) days prior to their arrival and are issued through Airbnb for safety & security. The guests will be issued with detailed check-in instructions to guide them through the whole process, they will receive a photo of the property they are staying at, how to access the lockbox or digital door lock how to access the front door, a photo of their parking spot and where the council bins are located.

5. Guest Handbook & Code of Conduct

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay.

The Handbook includes the property manager's contact details, emergency contact details, emergency plan, house rules, parking rules, bin collection days, public transport, nearby amenities, sights, and attractions in the area and more.

Guests will also always have access to booking platform during their stay and are required to communicate with their property managers on this platform so all details pertaining to their booking are documented. The booking platform also provides guests with the hosts contact details.

The guest handbook which we have created is very comprehensive which significantly mitigates any risk and issues regarding the stays.

Included in the Guest handbook is the Code of Conduct – which summarises the house rules for all guests and any approved visitors. It also provides property management and emergency contact details.

The Code of Conduct is printed on a one-page, laminated document and affixed in a prominent place/s at the dwelling.

6. House Rules

The following House Rules are displayed at the property:

1. **PARTIES & GATHERINGS** – This property has a strict no party policy. Prior permission must be obtained from management for any visitors.
2. **MUSIC & NOISE** – All guests must not create excessive noise, that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 10pm to 9am every day.
3. **OUTDOOR USE** – Outdoor areas, courtyard and balcony use is strictly between the hours of 8:00am to 10:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 10:00pm.
4. **CAR PARKING** – This property does not have an official designated parking space. However, paid street parking is available in the area. To help with this, we provide a parking permit so you won't be charged. You can find the permit just below the TV.
5. **SMOKING** - This property has a strict no smoking policy. If there is a clear odour of any smoking odour upon checkout or cigarette butts have been found, guests will be charged a deodorising fee.
6. **PETS** - We have a strict no-pets policy. If there is a clear animal odour and/or if pet hair has been discovered upon checkout, guests will be charged a deodorising fee.
7. **RUBBISH** - Rubbish and recycling items are to be disposed in the correct allocated council bins and placed outside for weekly collection.
8. **SECURITY** - All doors and windows should be locked when property is not occupied, and the security alarm used (where applicable).

7. Hygiene, Comfort & Waste Management

Rubbish and recycling items are to be disposed in accordance with the local council policies, strata by-laws & procedures and in the correct allocated bins for weekly collection on Friday.

Guests are notified & reminded to place all rubbish & recycling in the allocated bins at the property.

Any excess rubbish must not be left in sight of a public area and is removed by housekeeping.

The cleaning & housekeeping team are also asked to attend and assist with rubbish disposal at checkout and if the property is vacant.

Bin location & contents are monitored by housekeeping at each check-out, and we may gather photo/evidence of this so we can effectively & efficiently maintain the bins both inside the property and to mitigate risk of problems.

The property includes a fully functional kitchen with fridge and pantry for food storage and there has never been problems with vermin or pests – if this changes then we can send professional pest control companies to rectify this swiftly and implement measures to prevent occurrence in future.

The linen and towels are removed off-site following each check out clean and provided to a professional commercial laundering service to wash, dry, and return to our storage facility upon completion.

Exhaust fans & air conditioning/heating appliances and regularly checked by the housekeeping teams and repaired or replaced if required, guests are also encouraged to report maintenance to us immediately upon discovery so that swift resolution can be made.

A washing machine & dryer will be provided for guest convenience to use during their stay to wash their clothes as required.

8. Maintenance

The owners of the property can be provided with real-time access of the bookings calendar and may regularly schedule maintenance works in between guests stays to ensure the property is kept up to our property and guest's expectations. Property maintenance is regularly reported and resolved swiftly either during or after guest's stays depending on the severity so that the appearance of the property meets or exceeds the standard of neighbouring properties.

9. Safety

The property includes compliant RCDs and Smoke Alarms. A licenced electrician may be required to provide an electrical safety certificate from time to time to make sure the property is compliant and safe. We also offer first aid kits.

If required, we can consider fire extinguishers, fire blankets and implementing an emergency safety plan in case of a fire. In our detailed guest handbook, guests are provided with the contact details for the local police station, hospitals & fire station and that our emergency contact number is '000'.

10. Noise Mitigation & Complaints Procedure

Guests and visitors must not create noise which is offensive and excessive to occupiers of neighbouring properties especially between 10:00pm and 8:00am Monday to Saturday and 10:00pm – 9:00am on Sunday and public holidays, during arrival, and during departure, and at any time throughout the occupancy.

Guests and visitors must not engage in any anti-social behaviour and must minimize their impact upon the residential amenity of neighbours and local community.

In our online Airbnb listing, which the guest(s) must agree to before booking with us and the also included in the guest handbook, we have extensively listed our house rules in respect to the property and other nearby residents of the surrounding area & amenity. Priority is given to adherence of our noise and parking policy.

If guests fail to adhere to our house rules, they will be at risk of having their booking cancelled immediately. We, police, security, rangers, or other engaged professionals may attend in person to have the guest/s removed, lockbox code and digital door lock/s may also be required to be changed depending on the circumstances.

If we receive any complaints about guests, they will be dealt with immediately upon receipt of said complaint. We will contact the guests informing them of the situation and any breach of house rules and based on the severity of the breach then the reservation may be terminated.

We are contactable 24/7 and our phone numbers and e-mail addresses are provided to our guests upon confirmation of booking and are also advertised in the property for easy access.

We are more than happy to provide these contact details to nearby neighbours for us to be even more effective in managing our properties.

Professionals and/or police may be engaged to attend during & after normal business hours to minimise disruptions to neighbours.

Any complainant will be kept informed throughout the process and will be encouraged to provide evidence to support the cause of us taking swift action. From receipt of a complaint, it is extremely rare for an issue to extend beyond just a few minutes, and we aim to resolve all issues within 30 minutes – 1 hour total.

11. Security

A [Ring surveillance video recording cameras](https://ring.com/au/en/doorbell-cameras) <https://ring.com/au/en/doorbell-cameras> can be installed and would be located on the front door and have the ability to regularly monitor CCTV footage if this is desired. The footage may provide an expansive view of the front door of the property which is the only entry point, this is to further ensure compliance and observance of house rules.

We can also install an internal intuitive decibel device named [Roomonitor](https://roomonitor.com/airbnb-eu/) <https://roomonitor.com/airbnb-eu/> which monitors the decibel level within the household and is customised to SMS and call the relevant guests and/or us if levels peak and persist at certain pre-set decibel ranges which will allow mitigation of noise and compliance with the noise policy, particularly between hours of 10:00pm – 8:00am.

This technological device will enable three important criteria to appease non-conformance to the House Rules outlining “no excessive noise after 10pm”.

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- **Peaceful Night's Sleep** - Assurance that if a noise nuisance is created by guests, the management is aware before complaint calls need to be made.
- **Protection Against Complaints** - Time stamped data allows management to quickly validate or invalidate a complaint about noise, in real-time or post check-out of guests are often easy targets for false, perceived, or real noise complaints.
- **Proactive Prevention** - With early awareness of a noise issue, management can proactively prevent larger problems. This can always be done in a friendly, positive manner. Guests generally want to follow the rules and appreciate friendly outreach.

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Welcome, we truly hope you have a wonderful stay!

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✉ | bookings@letgobnb.com.au



Welcome

Welcome



Hi , Welcome!

Here's everything you need to know about your stay 😊

This is your free time - we know how precious it is. That's why we've created this digital guidebook. Here, you'll find everything you need to know about staying with us, from when to check-in/out and the Wi-Fi code, to finding great coffee and the best local restaurants. It's all here.

Do I really need this info?

Honest answer? 100% YES! Think of it as having us "virtually" by your side, showing you:

- how to find us
- the WiFi code

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- the check-in/out instructions
- wonderful local places
- excellent restaurants
- how to find eternal happiness

Well maybe not that last one, but hopefully you'll leave us relaxed, content, and rejuvenated!

Start by adding the guide to your phone...

When you first access this guidebook on your phone you'll notice a prompt to add it to your home screen. This is highly recommended. It's faster, easier to access, and available if you're ever offline without reception. If you didn't see the prompt to add it to your phone then be sure to open the guide link in your full web browser, you may need to long-press the link and copy it before opening in Safari (for iPhone)/Chrome (for Android).

Print or save a PDF

If you'd like to print certain pages ahead of travelling, or if you'd like to save a PDF to your device, just tap the print button above. It won't print right away, but will create a PDF which you can save or print.

What next?

That's it for now! Please relax, enjoy reading this guidebook, unwind, have fun, and enjoy your stay!

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About the Property

Kitchen Equipment



We hope you enjoy the use of this amazing & modern kitchen. Offering facilities such as:

- Fridge/freezer
- Toaster
- Kettle
- Microwave
- Cooktop
- Oven
- We also have available plenty of cookware and kitchen items for you to prepare meals.
- Assorted cutlery, dinnerware, and glassware are available for your use also.

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Heating & Cooling



In the apartment, you will find a split system air conditioning which is available for guests to use when necessary to maintain a comfortable temperature in the apartment.

We kindly request that guests use the system responsibly and adhere to the recommended temperature settings provided. Please turn off the system when not in use or upon leaving the apartment to conserve energy.

The temperature you set the air conditioner on can affect its performance and energy usage. We recommend that you set the air conditioner temperature to around **22-24 degrees (cooling) in summer and 19-21 degrees (heating) in winter**

Handy tip: please ensure all windows, outside doors, and curtains are closed for the system to work effectively.

Here is a photo showing the location of the system:

Here is a photo showing the remote for the system:

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Laundry Appliances



We have a front-loader washing machine located in the laundry. There is a supply of laundry powder sachets that you're welcome to use as you wish located next to the washing machine.

To operate the machine, simply select the program you want, place the detergent in the tray, close the door, and hit start. If in any doubt, please click on the manual link found [here](#).

The laundry is located in the apartment, located opposite the dining space.

Here is a photo showing the

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Enjoying Your Time Inside

Televisions



You're welcome to use our TV for your personal use.

You'll find the remote control next to the television. You can also follow instructions to log into any streaming services by logging in. ***Please just remember to log out of your accounts before you head off.***

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Parking Information

Where to park?



This property **does not** have an official designated parking space.

However, paid street parking is available in the area.

To help with this, we provide a **parking permit** so you won't be charged. You can find the permit just below the TV.

IMPORTANT NOTE:

Please note that the parking permit must be returned at checkout. If the permit is not returned or is misplaced, a **\$200 AUD replacement fee** will be charged.

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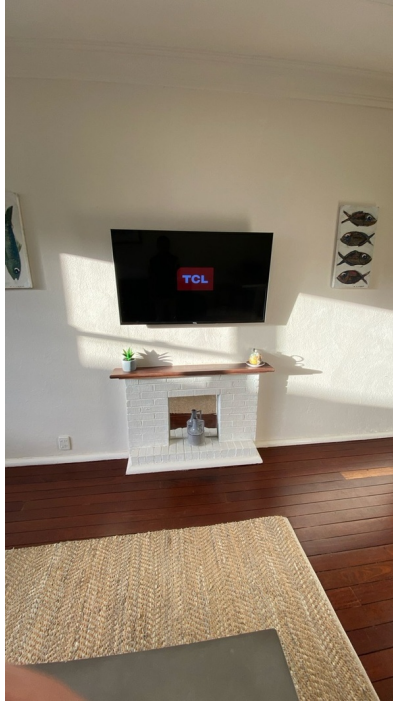
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Planning Your Arrival

Access Codes / Instructions



We'll provide you with an access key code before your arrival. This will allow you to check yourself into the property. **Please make sure you have received the code before you travel. If you haven't received this before setting off, please contact us.** There's nothing worse than arriving somewhere new (potentially at night) and not being able to get in!

Check In Access Details:

Welcome to 2/9 John Street, Cottesloe!

Lockbox code:
7052

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Kindly walk up the stairs, Unit 2 is in the second floor.



Lockbox is beside the apartment door.

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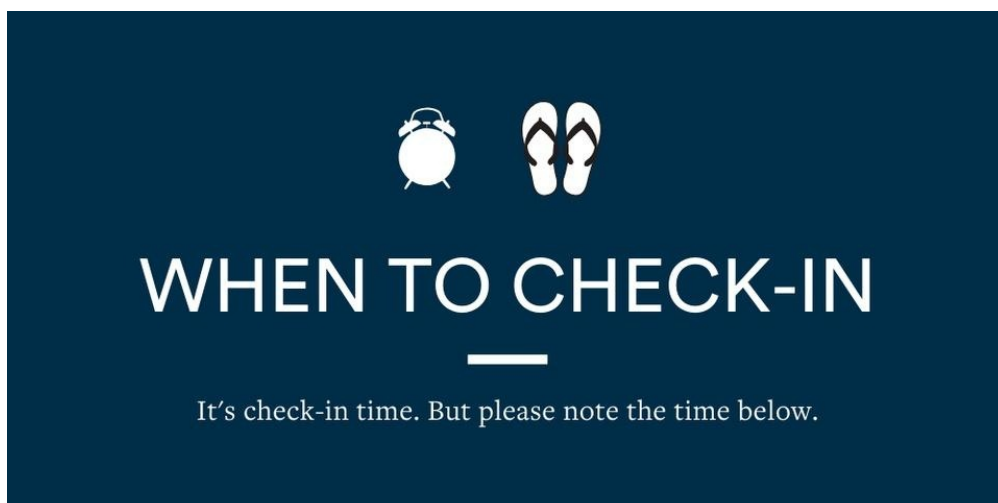


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Check-in Time



Your check-in time is 15:00 (Afternoon).

We can sometimes arrange an early check-in, so please contact us if you plan to arrive early and we'll do our best to accommodate you (we can't promise, unfortunately). If you are arriving early, have a look at the "local area guide"

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section. We've listed lots of things you can do around the area while you're waiting to check-in.

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Our Contact Details

Contacting Us



- We require ALL communication to be made via the booking platform.
- Please only contact us via the booking platform so our team can be updated regarding any information regarding your booking.
- If you need to reach out to us urgently, please call our landline **(08 6147 0802)** and we will respond as soon as we can.
- Please ensure that you have switched your notifications to 'on' and stay logged in throughout your stay so we can communicate with you through the booking platform.

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Getting Yourself Oriented

Overview of the Area



Use this section to describe very briefly where you're located in relation to key amenities a guest will find useful when they check in. For example, how close is the grocery store? How far from downtown/village/beach/etc.? Think of this as helpful information for someone who's never been here - and may feel a little lost and overwhelmed!

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Suggestions if you Arrive Early



If you arrive before check-in, don't worry - there's lots to do! Practically speaking, why not visit the grocery store and do a small shop? That will give you more time to relax once you've checked in! There are also a few good restaurants for lunch, so you could relax and enjoy some of the local food!

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Add This Guide To Your Phone

Add This Guide To Your Phone



When you first access this guidebook on your phone, you'll notice a prompt to add it to your home screen. **This is highly recommended** because it makes the guide faster and easier to access. And it remains accessible offline.

Following the prompt will add an app icon to your phone. It's just like any other app, but without you needing to download anything or sign in!

Doing this means that every time you want to access the guide, you just need to tap the app instead of searching for the link in your inbox - much easier!

Adding the app if you're an Apple user:

- If you have an Apple device, the "Add to Home Screen" option won't appear for you unless you're using Safari browser. Don't worry, this is really simple to solve - just copy the guidebook link and paste it into Safari. From there, you can follow the prompts to add the guidebook to your home screen. Still not sure?

Always get the latest version of the guidebook:

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Our guidebook is regularly updated with information designed to help you get the most out of your stay. To avoid missing out on any of these updates, the app automatically updates every 24 hours. If you want to get the updates sooner, just refresh the screen every time you open the guidebook from your home screen - this way you'll always get the latest version. To refresh the app, swipe the app closed, and tap the app icon again to fully reload.

Share this guide with your partner/group:

You can send the link to this guidebook to everyone who's travelling with you. That way, everyone has access to all the information they'll need (which means less hassle for the trip organiser!). ***Simply click the share icon on the top bar next to the printer and choose the way you'd like to share the guide!***

How to add this guide to your Android

Even if Chrome isn't your preferred browser on Android, we recommend using Chrome to install the PWA on your Android home screen because this is the easiest installation method. **Chrome supports the simplest prompt to "Add to Home Screen"** when first viewing the guide. Just click on the guide link that you've been sent, and follow the steps below.

If you can't see the "Add to Home Screen" prompt, read [this troubleshooting article](#).

- Click "Add" to start the process.
- Then click "Add" on the pop up box confirmation.
- Once it's finished adding (this usually takes around 10 seconds) it will display a message at the bottom to confirm the app shortcut has been added.
- Hey presto, the app magically appears on the home screen.

How to add this guide to your iPhone

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On iPhones and iPads you need to first open the Share options menu (the Share icon is the square with the upwards arrow at the bottom of your screen). Then, scroll gently up find the **“Add to Home Screen”** action. **Select this action, click “Add”**, and the guide will be added to your home screen.

Note that you must use Safari - iOS actively blocks any other browser from accessing the “Add to Home Screen” functionality. Also note that if you open the link within another app’s web preview mode, such as from Gmail, then the “Add to Home Screen” option won’t be available.

If you can’t see the **“Add to Home Screen”** option in the Share menu, then see the troubleshooting steps in this [article](#), where we explain how to make sure that you’re accessing the link via the Safari browser.

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Share this Property Guide with your Group



Share this guide with your travelling partner or group...

Click the share Icon on the top bar next to the printer icon and then select your preferred way to share this guide with your partner or group.

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Driving Directions

Driving Directions



The easiest way to navigate is to **tap "MAP"** on the bar right at the bottom of your screen. Once on the map you will see the **blue house icon**. This is where you are staying. Simply click it and then **click "get directions"**. It will open Google Maps and the end point (where you're staying!) will be filled in. You simply need to type in your starting point.

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+61 (08) 6147 0802 | bookings@letgobnb.com.au

Don't Forget To Bring

Things To Bring



Here's a basic list of things you could consider bringing. We know you'll have your own needs and preferences, but we thought it might be helpful to consider what else to bring - as we know what amenities we already provide!

- Personal toiletries
- Camera, memory cards, charger
- Personal electronics chargers
- Flashlights, batteries

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Local Weather

Check the Weather



Remember: the weather person is the one person who can be wrong and still keep their job. We like to say "there's no such thing as bad weather, just inappropriate clothing".

Local Weather

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Guest Concierge Team

Guest Concierge Team



Our guest concierge team is available for communication and will assist at their earliest convenience.

AIRBNB, VRBO, and Booking.com BOOKINGS:

- If you made your booking via AirBNB, VRBO, and Booking.com, you must communicate with our guest concierge team via the booking platform app so we/you are all kept updated regarding any details pertaining to your booking.

DIRECT BOOKINGS:

- Please contact us via the email address or telephone number below

Email: bookings@letgobnb.com.au

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Rules & Regulations

Quiet Times



We have a strict noise policy; quiet time is strictly from 10:00pm until 8:00am, please be respectful of all residents who reside in the surrounding areas. If we receive any noise complaints for your property during these hours, you will be required to leave the property immediately and your booking will be cancelled. **No refunds will be issued.**

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Breakages



We understand that sometimes accidents happen! Should you break anything please let us know immediately - if it's minor we usually won't charge. If it's a larger issue (e.g. the TV screen!) we would like to agree the cost with you before you leave to avoid any issues later.

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Smoking Policy



STRICTLY NO SMOKING ALLOWED ANYWHERE ON THE PROPERTY.

This is a non-smoking property. Smoking, including the use of cigarettes, cigars, vapes, and e-cigarettes, is prohibited both inside the accommodation and in all outdoor areas (e.g., balconies, patios, yards, driveways, etc.). If any evidence of smoking is found upon your departure, including the smell of smoke indoors or the discovery of smoking residue (such as cigarette butts or ash) anywhere on the premises (inside or outside), a minimum of \$200 penalty will be claimed for deep cleaning and deodorizing. We appreciate your cooperation in keeping our property smoke-free for all guests.

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Pets



If you have an approved pet that is staying at the property, we kindly ask that they do not use the couches, or beds and that you clean up after them, this includes dog food, dog hair, and any droppings left behind – this is not our responsibility. If we must clean up after the animal at your check-out, you will be charged a \$200 fee for us to attend to this.

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Parties & Events



Parties and events are prohibited!

This includes photography, hen's parties, buck's parties, baby showers, birthdays, birthday gatherings, business events such as marketing & photography, high tea, etc (basically anything that involves an excessive number of occupants). **Should we get any complaints regarding parties, events, or excessive noise we reserve the right to evict you immediately with NO refund for your booking.**

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Lockouts

What happens if a lockout occurs?



- If you lock yourself out during your stay, we will need to either arrange to meet you onsite to provide you with access or alternatively we'll arrange for our locksmith to attend.
- **Call-out charges are minimum \$250** due to the **inconvenience** and **travel time** caused by this issue.
- Our best endeavours will be used to arrange this immediately.

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Safety Information

What to do in an Emergency



For emergency services (ambulance, police, fire) please immediately call [000](#). Do not delay if you feel an emergency situation has arisen. State your location as the address on the front page of this guidebook.

In case of a fire:

- Exit the property as quickly as possible
- Ensure that all persons are accounted for
- Dial [000](#) and ask for 'FIRE'
- State your location (see front page of this book)

Do not attempt to re-enter the building until a Fire Officer states that it is safe to do so.

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Emergency Phone Numbers



In case of emergency,

dial '000'

(for POLICE, FIRE & AMBULANCE)

The above number is for life-threatening emergencies only!

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Emergency contact details (hospital, medical, police, fire etc)

After hours, bulk-billed, doctor - home visits Perth



- Please call 13SICK (that's 13 7425)
- The doctors are on the road from 6pm weeknights, 12 noon
- Saturday, all day Sunday and public holidays
- www.homedoctor.com.au/locations/perth

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Closest Hospital & Emergency Department



Local Fire Station



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Local Medical Centre



Local Police Station



TOWN OF COTTESLOE

DATE RECEIVED

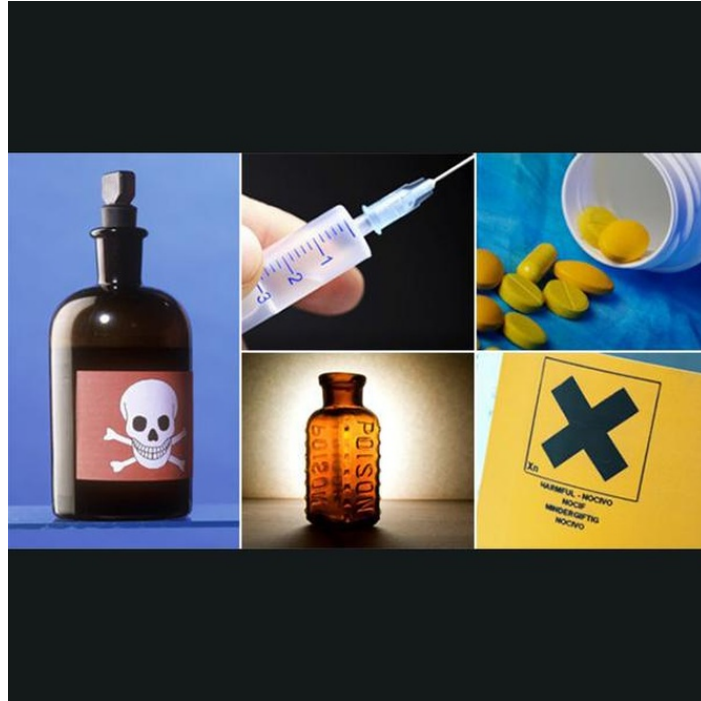
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Poisons Information Centre



- **Phone:** 131 126
- **Website:** www.health.gov.au/contacts/poisons-information-centre

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Troubelshooting - No Gas

What do I do if I have no gas?



- Please contact us directly as there may be emergency unplanned works within the area.
- If there is scheduled works to be carried out, you will be notified in advance.
- Please also check www.atco.com for outages information and it will provide you with an estimated time it will be restored.

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Troubleshooting - No Electricity

What do I do if I have no electricity?



- Please check the www.westernpower.com.au for outages information and it will provide you with a power restoration time.
- If there is scheduled works to be carried out, you will be notified. If there are no outages in the area and the power still short circuits (usually from a faulty appliance or overloading a power point), you may need to unplug each appliance and reconnect one by one to eliminate and pinpoint the issue.
- Please also ensure that you have checked the main switchboard to make sure all switches are turned on.

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Troubleshooting - No Water

What do I do if I have no water?



- Please check www.watercorporation.com.au for outage information and it will provide you with an estimated time it will be restored.
- The Water Corp website will detail outages that are planned and unplanned.
- If '**planned**' outages are due to occur during your stay, you will be notified by our team.
- Any outage that is listed as '**unplanned**' is out of our control and the Water Corp will do their best to restore water within the area as soon as possible.
-

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Troubleshooting - No WIFI

What do I do if I have no WIFI?



- Please locate the router and unplug the power supply from the router for 5 minutes then reconnect, make sure all cords are connected securely & reconnect network details on all devices.
- If you still have no WIFI, please contact us directly as we will need to get in touch with the internet provider directly to troubleshoot what the issue is.

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Getting Around

Local Visitors Centre



Here are some useful websites to find out 'What's on in Perth' during your stay here in our lovely City!

www.experienceperth.com

www.visitperth.com.au

There is also a local visitor center located in the heart of Perth City! It is called the Western Australia Visitor Centre.

Address: 55 William Street, Perth.

Website: <https://www.wavisitorcentre.com.au/>

Phone: [\(08\) 9483 1111](tel:0894831111)

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Public Transport



- Hiring a car in Perth is recommended.
- The closest bus stop is located a very short 600m (4-minute walk) away. buses here will take you to Glendalough Station or Perth Busport.
- Uber, DiDi & Swan Taxi are very popular in Perth, just download the app and you can order a car to collect you and take you to your destination - so easy!

PUBLIC TRANSPORT:

For all transport information in Perth, including ferries, trains, and buses, please visit the website www.transperth.com.au. We recommend downloading the Perth 'Transperth' application to your smart device. It will provide you with bus, train and ferry times and will make travel around our city very easy!

It is highly recommended to purchase a SMART RIDER which is a tap & go prepaid card system making public transport simple & easy - you can purchase these online, at Perth Airport, train stations, retailers such as a newsagency, Transport Customer Service Center, or by calling 13 62 13. You can also download the Transperth App and top up your card as you go and check your balance - simple!

RIDESHARE SERVICES:

- Ola, Uber & DiDi are extremely popular in Perth and highly recommended for easy transport around Perth, especially at nighttime when transport is

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infrequent. You can download their app via the App Store of your smart device.

RECOMMENDED TAXI SERVICE:

- Perth's recommended taxi company is Swan Taxi. Their contact number is [13 13 30](tel:131330).

PERTH AIRPORT:

- **Perth Airport Address:** Perth Airport WA 6105 (input this into Google Maps)
- **TERMINAL 1 (T1):** International Terminal & Virgin Australia (domestic)
- **TERMINAL 2 (T2):** Alliance Airlines, Tigerair, Virgin Australia (regional) & Regional Express (REX)
- **TERMINAL 3 (T3):** Jetstar & Qantas
- **TERMINAL 4 (T4):** Qantas

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Departure Information

Check-out Time



Check-out time is strictly 10:00 in the morning.

If you require a later check-out, we'll do our best to accommodate it. But please bear in mind you'll need to let us know beforehand.

If we have guests arriving that day it will be almost impossible to offer a late check-out due to the cleaners needing to prepare for those guests.

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Late Check-out Extension Requests



- If you require an extension to your booking, this must be approved and paid for by 7:00pm the evening before your booking ends.
- **NOT ALL EXTENSIONS WILL BE ACCEPTED SO PLEASE DO NOT ASSUME THAT JUST BECAUSE YOU HAVE SENT THROUGH AN EXTENSION REQUEST THAT IT WILL BE ACCEPTED. WAIT FOR OUR TEAM TO EITHER APPROVE OR DECLINE YOUR REQUEST IN WRITING.**
- We will not accept extensions on the morning of your check-out date and you will need to vacate the premises.
- If you need to urgently extend outside of these hours, a fee of \$100.00 AUD will be charged to extend your booking – paid upfront immediately.
- If you have not checked out by 10:00am (including running late) and housekeeping have arrived, you will be charged \$50.00 AUD per half hour they wait for the inconvenience.
- Housekeeping MUST be provided with access immediately so they can commence with cleaning the property as this can, in turn, affect other guests' check-in later in the day if housekeeping times are changed due to this inconvenience – please be mindful of this.

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Late Check-out Fees



- If you check-out late, an extra night will be charged to cover rescheduling fees and inconveniences which can affect other bookings.
- If we have guests arriving that day it will be almost impossible to offer a late check-out due to the cleaners needing to prepare for those guests.

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I'm loving my stay! How do I extend my booking?



- If you require an extension to your booking, please contact us no later than 7pm the night prior to your check-out date so we can arrange to extend your booking. We will need to check our calendar first to see if we can accommodate an extension.
- Extensions will not be accepted after 7pm and you will need to check-out at 10am or earlier the next day.
- Payment must be made via Airbnb and in full immediately so we can accommodate the extension.
- Please note that extensions do not class as requesting a late check-out. An extension refers to extending your booking for a certain amount of days.

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Check-out Process



Before your departure, we'd appreciate if you would take care of the following:

- Leave the beds unmade. No need to strip them!
- Place used towels in the bathroom.
- Wash and put away all used kitchen items.
- Empty all the rubbish.
- Move all furniture and items back to their original locations.
- Check all doors and windows to be sure that they are locked.
- Turn off all ALL air-conditions/fans/heaters

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Please Stay in Touch

Follow Us On Social



We'd love to see you over on our social pages. Just click on the links below and start following us 😊

Facebook: www.facebook.com/letgobnb

Instagram: www.instagram.com/letgobnb/

We'll then keep you updated with news about our managements and the area!

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Looking to Book Again?

Looking to Book Again?



We would love to have you stay again! In fact, if you book again before you leave, you get the benefit of a loyalty discount, as well as guaranteeing that the initial rate is the best rate you will find online. If you'd like to discuss options please let us know.

You can also book directly via our website, accessing the lowest rates:

<https://book.letgobnb.com.au/>

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CODE OF CONDUCT

These rules apply to all guests and visitors to this property

House Rules

- 1. Parties & Gatherings** – This property has a strict no-party policy. Prior permission must be obtained from management for any visitors.
- 2. Music & Noise** – All guests must not create excessive noise, that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 10:00pm to 9:00am every day.
- 3. Outdoor Use** – Outdoor areas, courtyard and balcony use is strictly between the hours of 8:00am to 10:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 10:00pm.
- 4. Car Parking** – Car parking is to be on-site in the allocated car bays only. Guests must not block access to neighbouring driveways/properties.
- 5. Smoking** - This property has a strict no-smoking policy. If there is a clear odour of any smoking odour upon checkout or cigarette butts have been found, guests will be charged a deodorising fee.
- 6. Pets** – This property has a strict no-pets policy. If there is a clear animal odour and/or if pet hair has been discovered upon checkout, guests will be charged a cleaning fee.
- 7. Rubbish** - Rubbish and recycling items are to be disposed of in the correct allocated council bins and placed outside for weekly collection.
- 8. Security** - All doors and windows should be locked when the property is not occupied, and the security alarm used (where applicable).

PROPERTY MANAGER / EMERGENCY CONTACT DETAILS

- **Denisa Dankovicova**
- **0414 449 166**
- **Office:** (08) 6147 0802 (business hours & after hours contact)
- **Email:** bookings@letgobnb.com.au

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13 January 2026



PARCEL OF LAND... PORTION OF COTTESLOE SUBURBAN LOT
50 AND BEING LOT 61 ON PLAN 339 SHEET 1.
CERTIFICATE OF TITLE : 1553/554.
LOCAL AUTHORITY TOWN OF COTTESLOE.
LOCALITY COTTESLOE. INDEX PLAN PERTH 07.20 2000
NAME OF BUILDING 9 JOHN STREET,
COTTESLOE.
ADDRESS FOR SERVING OF 9 JOHN STREET,
NOTICES ON COMPANY COTTESLOE. 6011.



LODGED 25-6-80
EXAMINED 28 26-6-80
REGISTERED 15-7-80 APP. B955101



Lumbrough

REGISTRAR OF TITLES

JOHN STREET

62

61

60

TOWN OF COTTESLOE

LANE

Rd. 17607 DEDICATED Gaz. 6-3-87

DATE RECEIVED



13 January 2026

SCALE 1:500

BROWN MCALLISTER PTY. LTD.,
LICENSED SURVEYORS.

SCHEDULE OF UNIT ENTITLEMENT		OFFICE USE ONLY	
		CURRENT Cs. of TITLE	
LOT No.	UNIT ENTITLEMENT	VOL.	FOL.
1	1	1567-915	
2	1	1567-916	
3	1	1567-917	
4	1	1567-918	
5	1	1567-919	
6	1	1567-920	
7	1	1567-921	
8	1	1567-922	
9	1	1567-923	
AGGREGATE	9		

SURVEYOR'S CERTIFICATE

I hereby certify that the building shown on the plan is within the external surface bound aries of the parcel and where eaves or guttering project beyond those boundaries, that a regis-tered easement has been granted as an appurten-ance of the parcel or, where the projection is over a road that the Local Authority has con-sented thereto. *bn.*

B.S. McAllister

DATE *10th June 1980* LICENSED SURVEYOR.

APPROVED BY THE TOWN PLANNING BOARD
FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966

Daniel Can

DATE *24 JUN 1980* CHAIRMAN.

FORM 3

STRATA PLAN No. 8210

CERTIFICATE OF LOCAL AUTHORITY

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966

TOWN OF COTTESLOE, THE LOCAL AUTHORITY,

HEREBY CERTIFIES THAT:—

- (1) The building shown on the plan has been inspected and that it is consistent with the building plans and specifications in respect thereof that have been approved by the Local Authority.
- (2) The building, in the opinion of the local authority, is of sufficient standard and suitable to be divided into lots pursuant to the Strata Titles Act, 1966.

TOWN OF COTTESLOE

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DESCRIPTION OF BUILDING:—A THREE STOREY BRICK AND TILE RESIDENTIAL
DEVELOPMENT CONSISTING OF NINE (9) UNITS.

SITUATED ON LOT 61 ON PLAN 339 SHEET 1.

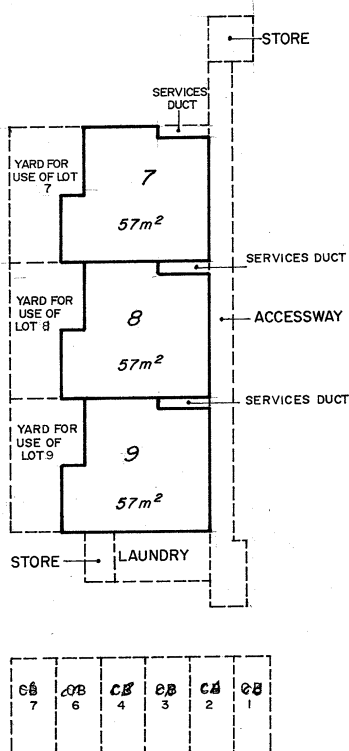
TO BE KNOWN AS:—
9 JOHN STREET, COTTESLOE.ADDRESS FOR SERVICE OF NOTICES IS:—
9 JOHN STREET, COTTESLOE. 6011.DATE 19th June 1980
~~SHIRE~~ / TOWN CLERK

GROUND FLOOR

TOWN OF COTTESLOE

DATE RECEIVED

13 January 2026



NUMBERED CAR BAYS
FOR USE OF CORRESPONDING
NUMBERED LOT

SCALE 1:300

BROWN McALLISTER PTY. LTD.
LICENSED SURVEYORS.

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD

LOCAL AUTHORITY TOWN OF COTTESLOE

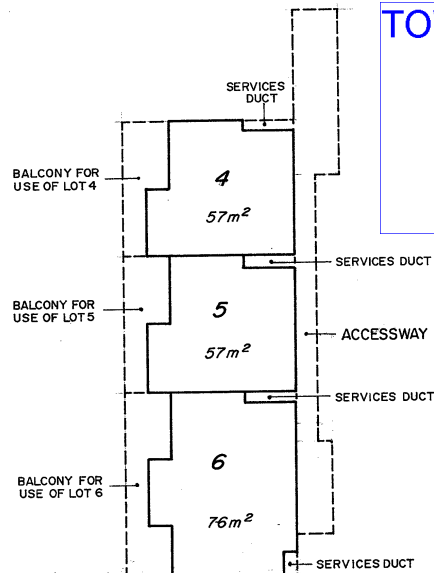
DATE 24 JUN 1980

CHAIRMAN

DATE 19-6-80

SHIRE/TOWN CLERK

FIRST FLOOR



TOWN OF COTTESLOE

DATE RECEIVED

13 January 2026

SCALE 1:300

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LICENSED SURVEYORS.

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD

LOCAL AUTHORITY TOWN OF COTTESLOE

DATE

24 JUN 1980

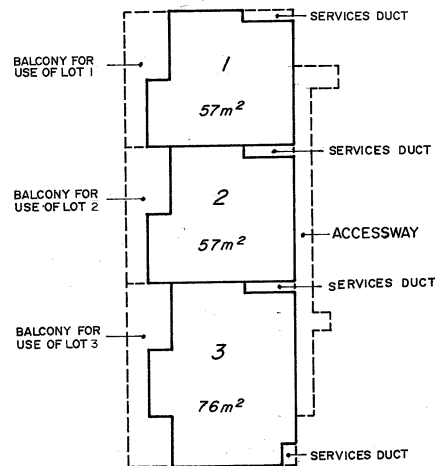
CHAIRMAN

DATE

19.6.1980

TOWN CLERK

SECOND FLOOR



TOWN OF COTTESLOE

DATE RECEIVED

13 January 2026

SCALE 1:300

BROWN McALLISTER PTY. LTD.
LICENSED SURVEYORS.

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD

DATE

24 JUL 2020

CHAIRMAN

LOCAL AUTHORITY TOWN OF COTTESLOE

DATE

19-6-80

SHIRAZI/TOWN CLERK

[illegible][illegible]

NOTE : ENTRIES RULED THROUGH AND AUTHENTICATED BY THE REGISTRAR OF TITLES ARE CANCELLED.

63673/10/69-500-G472

Strata Plan 8210

Lot	Certificate of Title	Lot Status	Part Lot
1	1567/915	Registered	
2	1567/916	Registered	
3	1567/917	Registered	
4	1567/918	Registered	
5	1567/919	Registered	
6	1567/920	Registered	
7	1567/921	Registered	
8	1567/922	Registered	
9	1567/923	Registered	

TOWN OF COTTESLOE

DATE RECEIVED

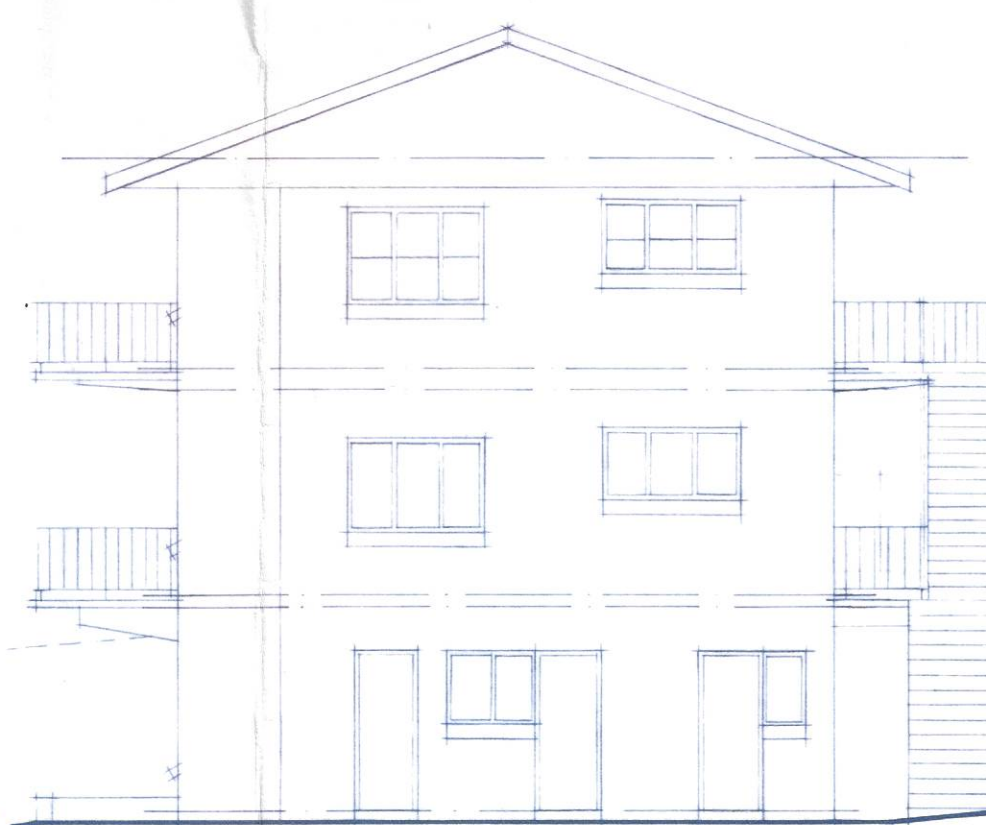
13 January 2026

REPLACE EXISTING ASBESTOS ROOF
WITH BRISTLE TILES TO MATCH
SURROUNDING DEVELOPMENT



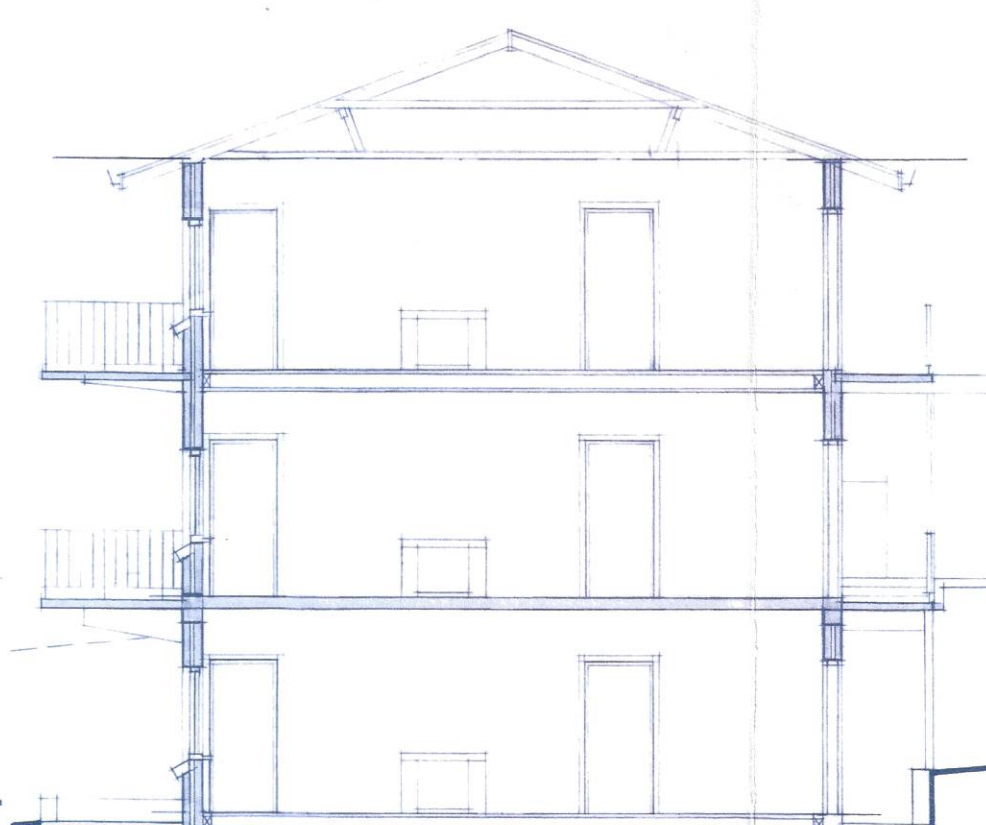
WEST ELEVATION

Scale 1:100



SOUTH ELEVATION

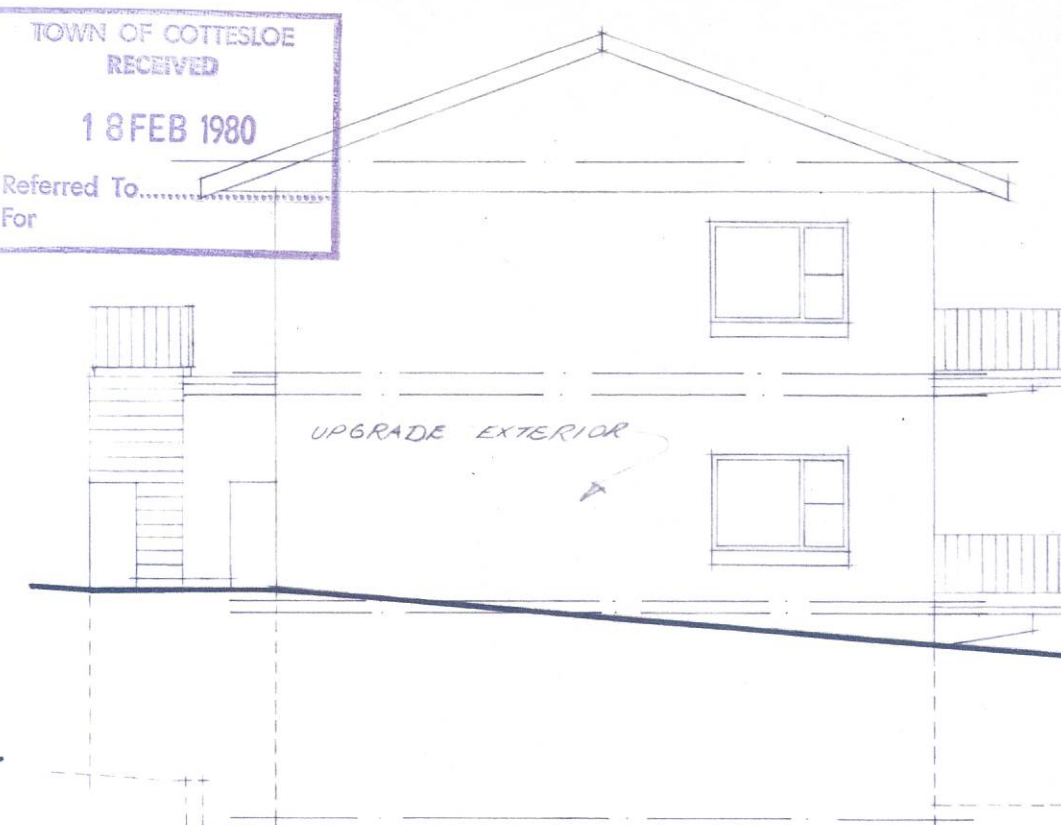
Scale 1:100



SECTION A-A

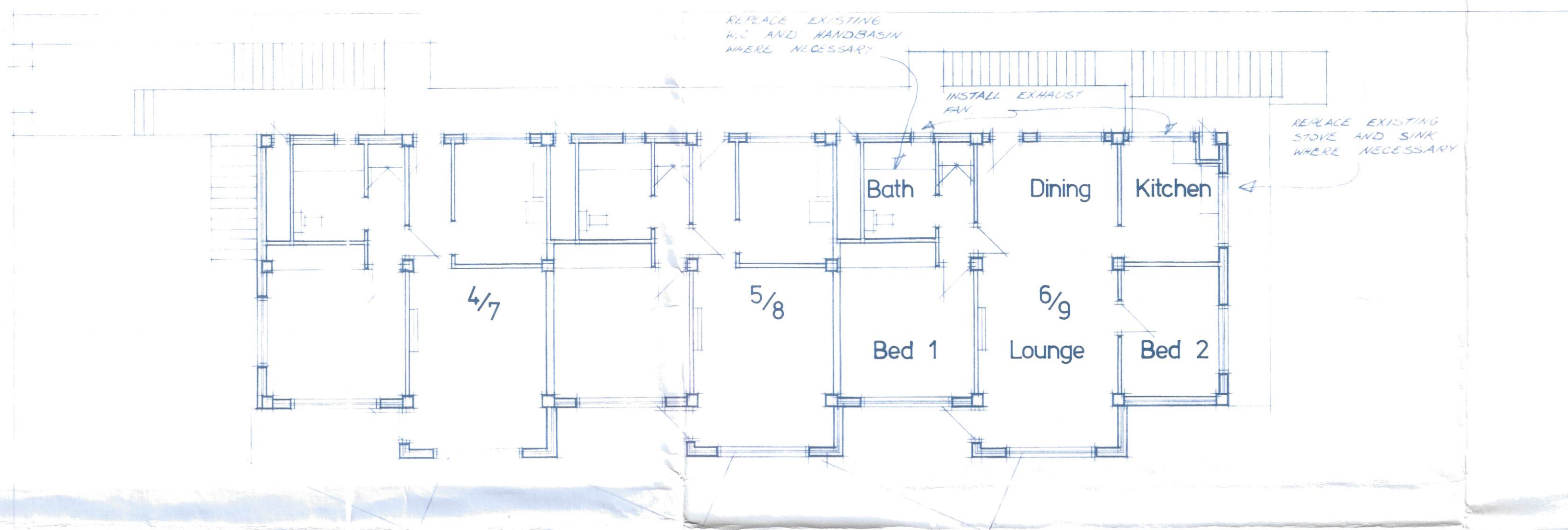
Scale 1:100

TOWN OF COTTESLOE
RECEIVED
18 FEB 1980
Referred To
For



NORTH ELEVATION

Scale 1:100



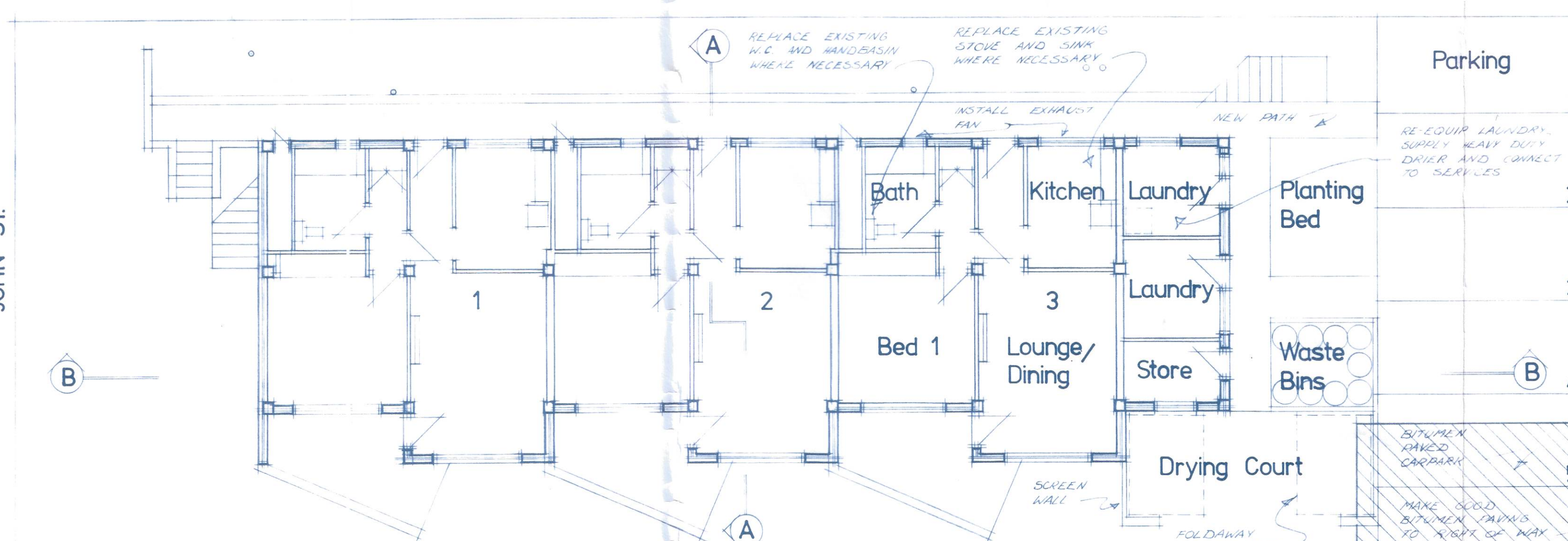
FIRST & SECOND FLOOR PLAN

Scale 1:100



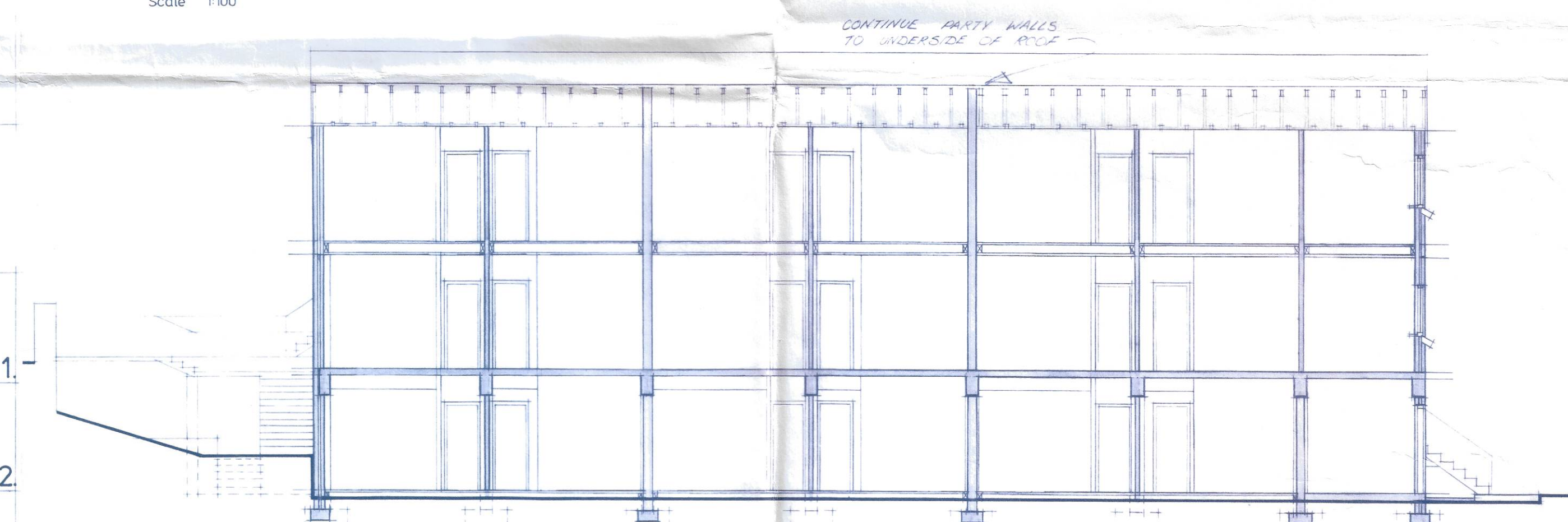
EAST ELEVATION

Scale 1:100



GROUND FLOOR PLAN

Scale 1:100



SECTION B-B

Scale 1:100

Before any new construction, alteration or shop fabrication is commenced the Builder must check all dimensions against the intent of these drawings, and is to notify the Architects of any discrepancies or omissions which will prevent or inhibit the satisfactory performance of this work.

Loftus and Walker Architects
10 BOWMAN ST., SOUTH PERTH, WESTERN AUSTRALIA 6151 TELEPHONE: 367 7722

PROPOSED STRATA TITLE
OF EXISTING UNITS AT
LOT 61 JOHN STREET
COTTESLOE FOR
G.F. AND E.M. WARING.

TOWN OF COTTESLOE

DATE RECEIVED

13 January 2026

SCALE
1:100

DATE
FEB '80

JOB No.
80001

DWG. No.
A.1

REPLACE EXISTING ASBESTOS ROOF
WITH BRISTLE TILES TO MATCH
SURROUNDING DEVELOPMENT

18 FEB 1980

Referred To
For

UPGRADE EXTERIOR

WEST ELEVATION

Scale 1:100

SOUTH ELEVATION

Scale 1:100

SECTION A-A

Scale 1:100

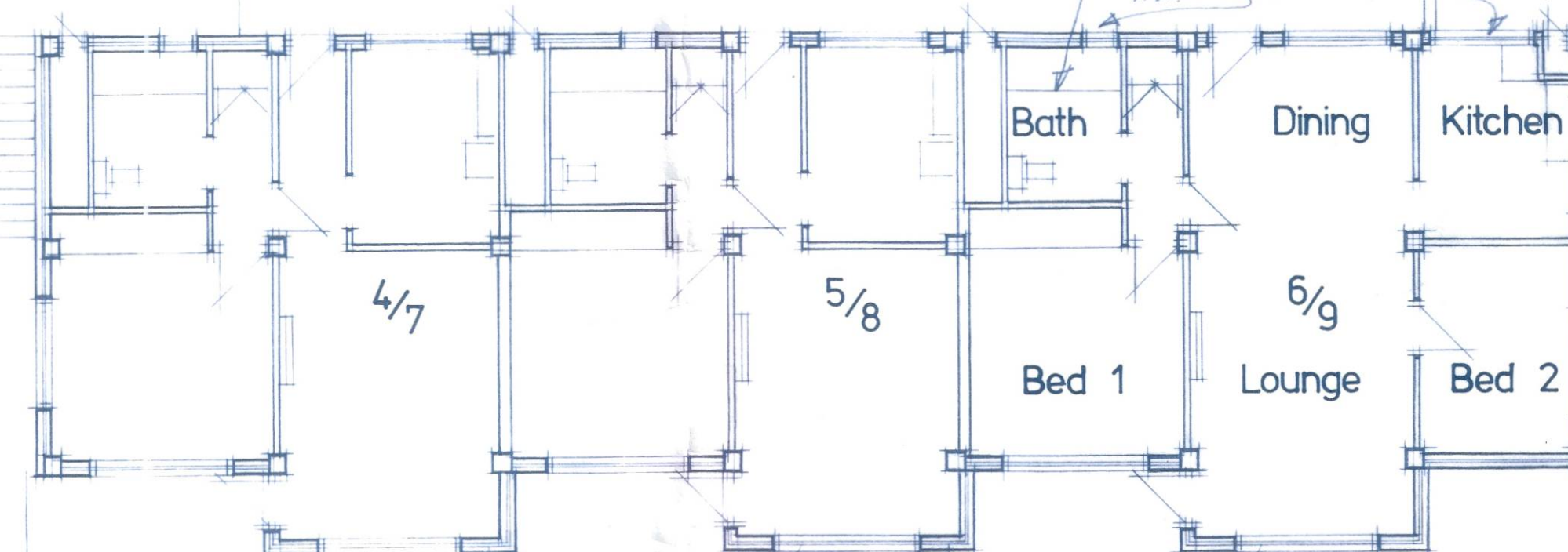
NORTH ELEVATION

Scale 1:100

REPLACE EXISTING
W.C. AND HANDBASIN
WHERE NECESSARY

INSTALL EXHAUST
FAN

REPLACE EXISTING
STOVE AND SINK
WHERE NECESSARY



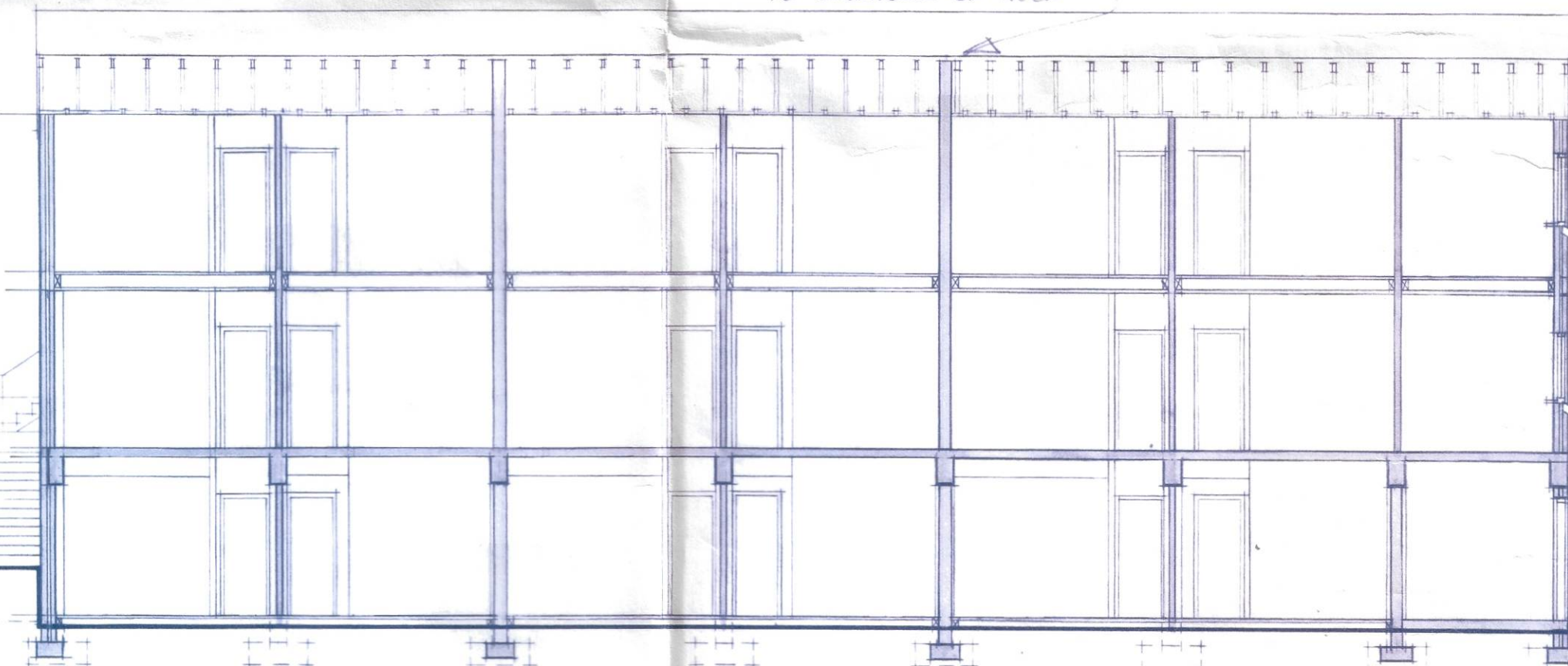
FIRST & SECOND FLOOR PLAN

Scale 1:100

EAST ELEVATION

Scale 1:100

CONTINUE PARTY WALLS
TO UNDERSIDE OF ROOF



SECTION B-B

Scale 1:100

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DWG. No.
A.1

Parking

RE-EQUIP LAUNDRY,
SUPPLY HEAVY DUTY
DRIER AND CONNECT
TO SERVICES

NEW PATH

REPLACE EXISTING
STOVE AND SINK
WHERE NECESSARY

REPLACE EXISTING
W.C. AND HANDBASIN
WHERE NECESSARY

INSTALL EXHAUST
FAN

Bath

Kitchen

Laundry

Planting
Bed

Bed 1

Lounge/
Dining

Store

Waste
Bins

Drying Court

FOLD-AWAY
CLOTHES LINE

DEMOLISH
EXISTING
GARAGE

BITUMEN
PAVED
CARPARK
MAKE GOOD
BITUMEN PAVING
TO RIGHT OF WAY

SCREEN
WALL

GROUND FLOOR PLAN

Scale 1:100

TOWN OF COTTESLOE
DATE RECEIVED
13 January 2026



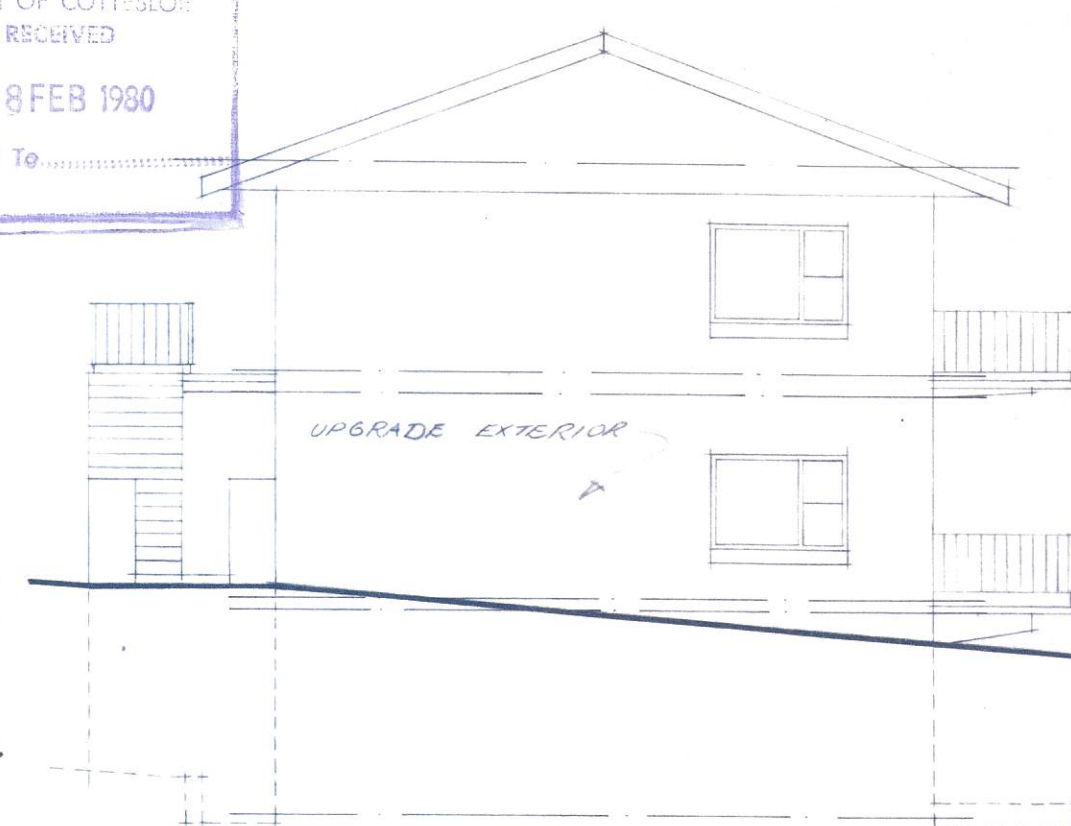
WEST ELEVATION
Scale 1:100



SOUTH ELEVATION
Scale 1:100

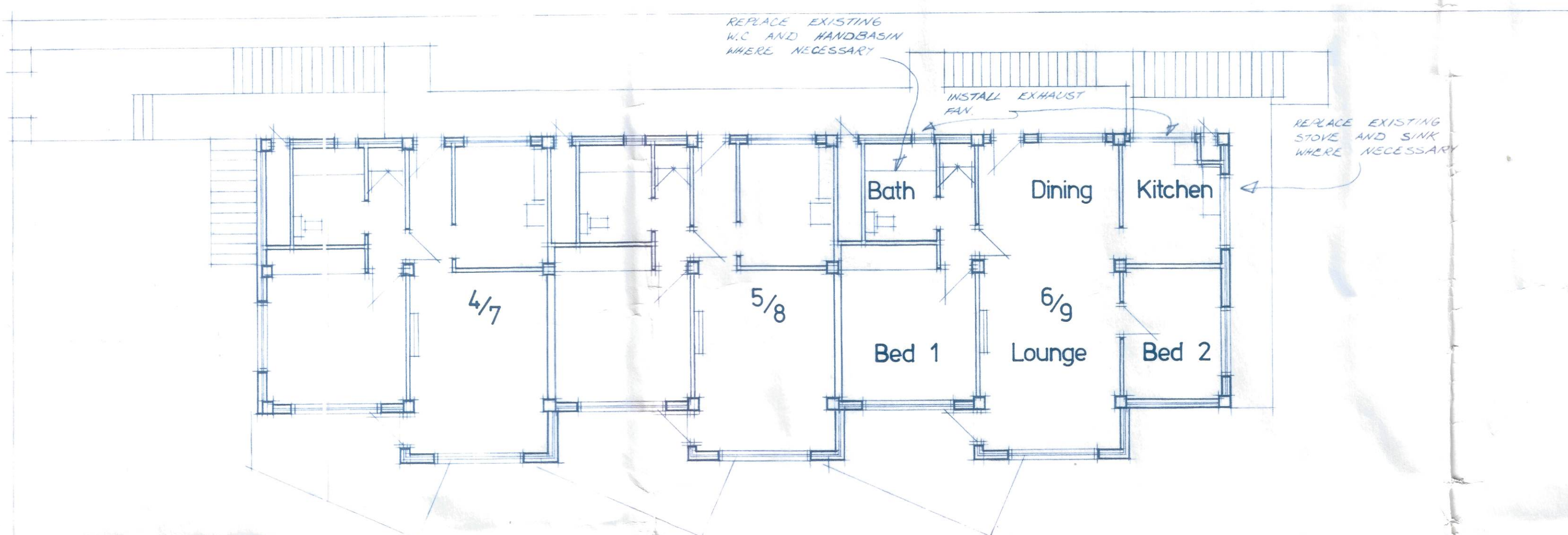


SECTION A-A
Scale 1:100



NORTH ELEVATION
Scale 1:100

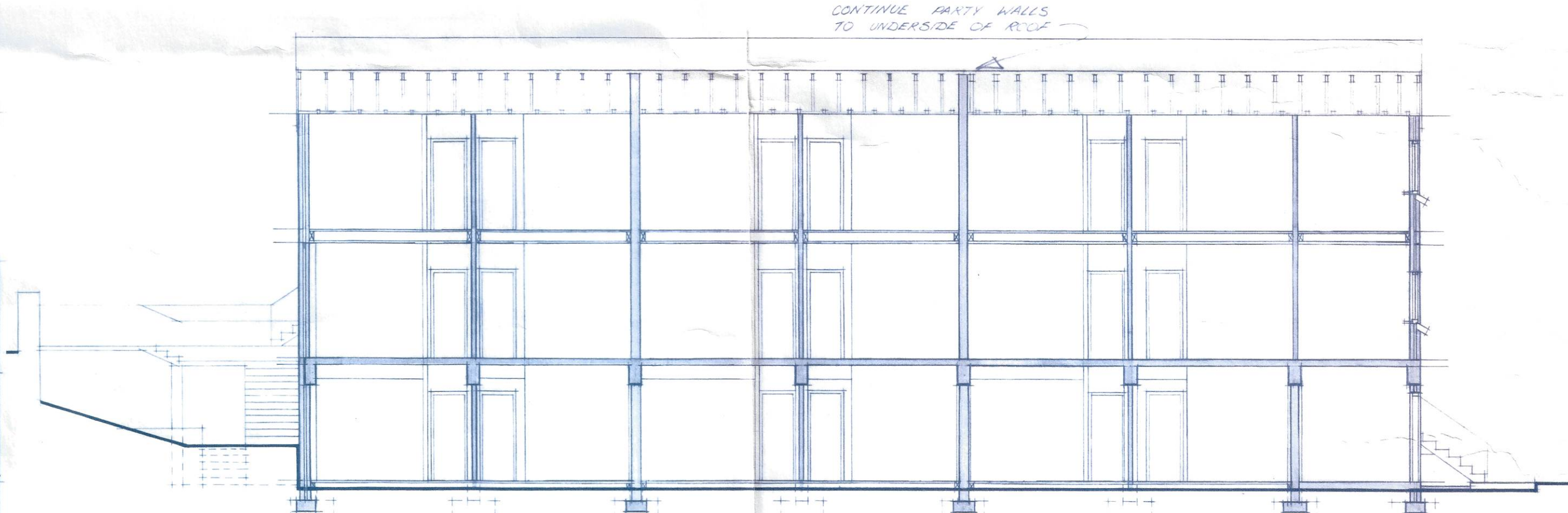
TOWN OF COTTESLOE
RECEIVED
18 FEB 1980
Delivered To
For



FIRST & SECOND FLOOR PLAN
Scale 1:100

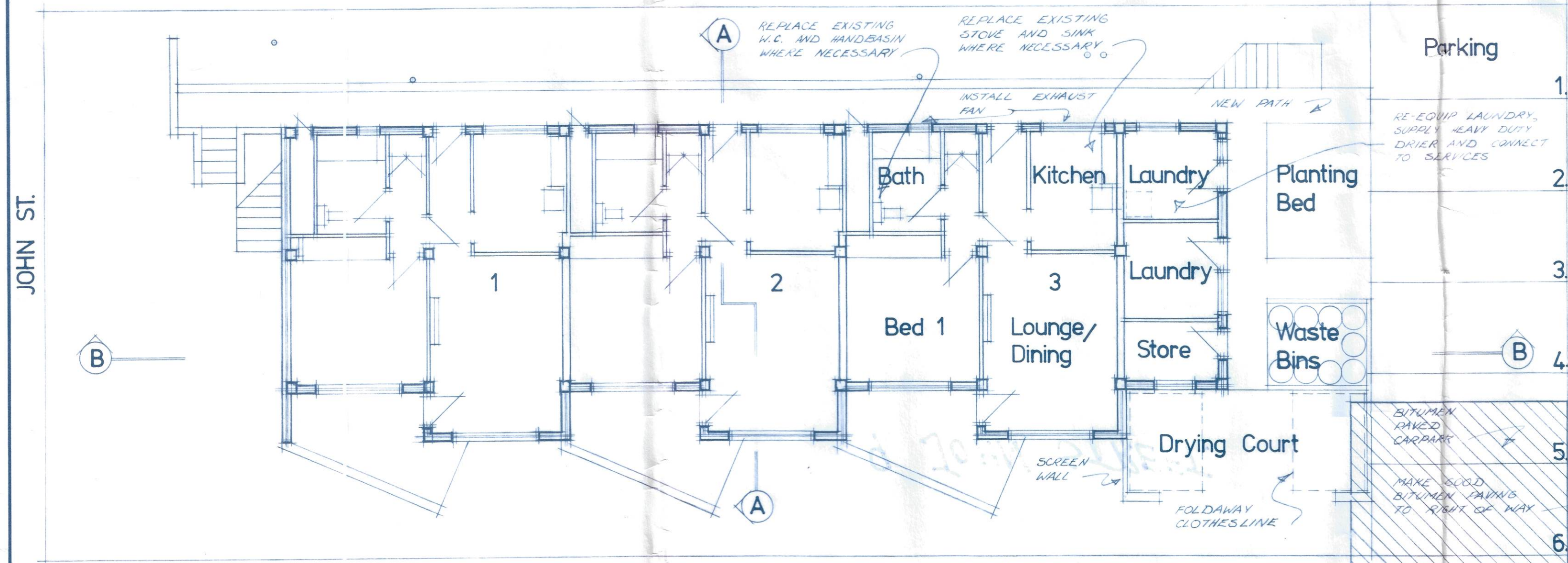


EAST ELEVATION
Scale 1:100



SECTION B-B
Scale 1:100

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GROUND FLOOR PLAN
Scale 1:100

TOWN OF COTTESLOE
DATE RECEIVED
13 January 2026

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COTTESLOE FOR
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SCALE 1:100	DATE FEB. '80
JOB No. 80001	DWG. No. A.1