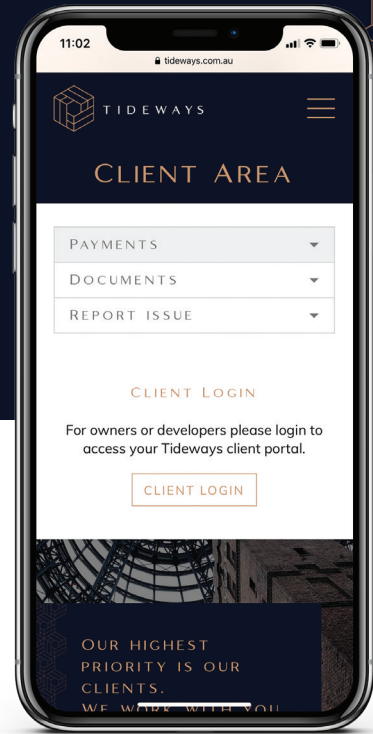




WELCOME TO THE TIDEWAYS PORTAL

The easiest and most efficient way to obtain financial information, update your details, or even make a payment is to access the Tideways Portal.

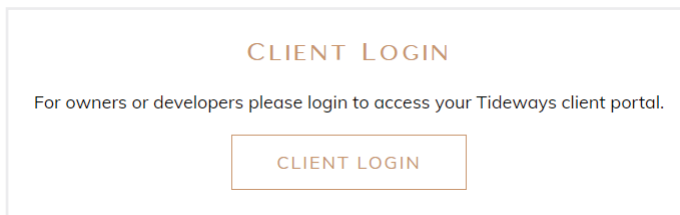


BENEFITS OF USING THE PORTAL INCLUDE THE ABILITY TO:

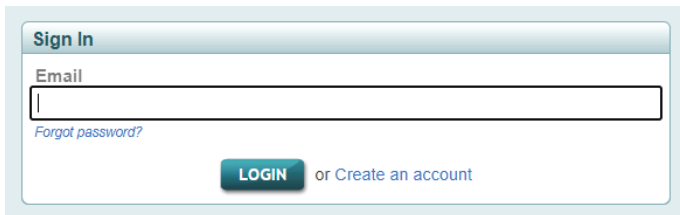
- view your levy payment history
- make a payment or set up a direct debit
- view reports and documentation pertaining to your building
- update owner details and add Property Manager information (if leasing)

FOLLOW THESE STEPS TO SET UP YOUR PORTAL ACCESS:

1. Go to www.tideways.com.au/client-area/



2. You will be redirected to:



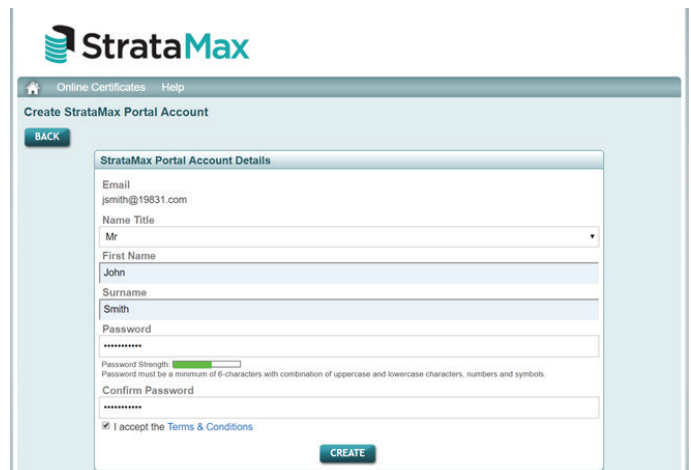
3. Enter the email you have registered with Tideways in the email field

4. Click Create Account

5. Click Send Email

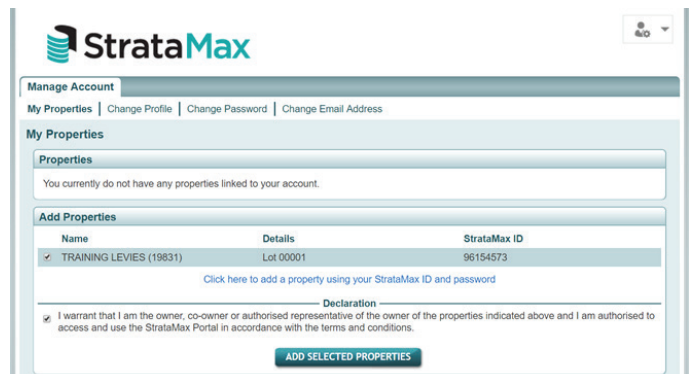
6. Check your email (including spam/junk folder) for further instructions and follow the prompts to create your account.

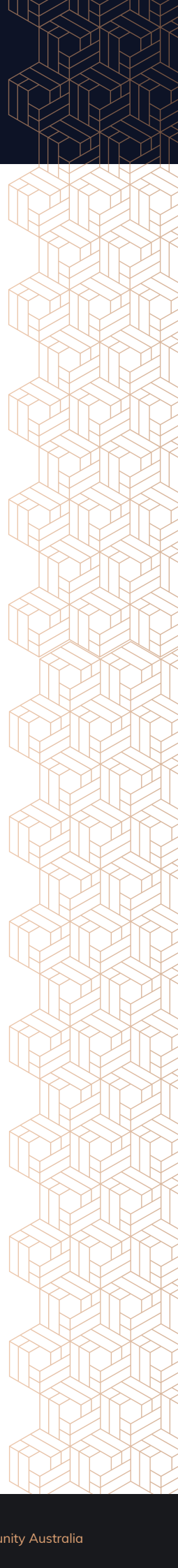
7. Tick I accept the Terms & Conditions and then click on Create.



You will receive a confirmation that your account has been created.

8. Tick your property to add it to your StrataMax Portal account. Tick the declaration, then click Add Selected Properties button.





HOW TO USE THE PORTAL

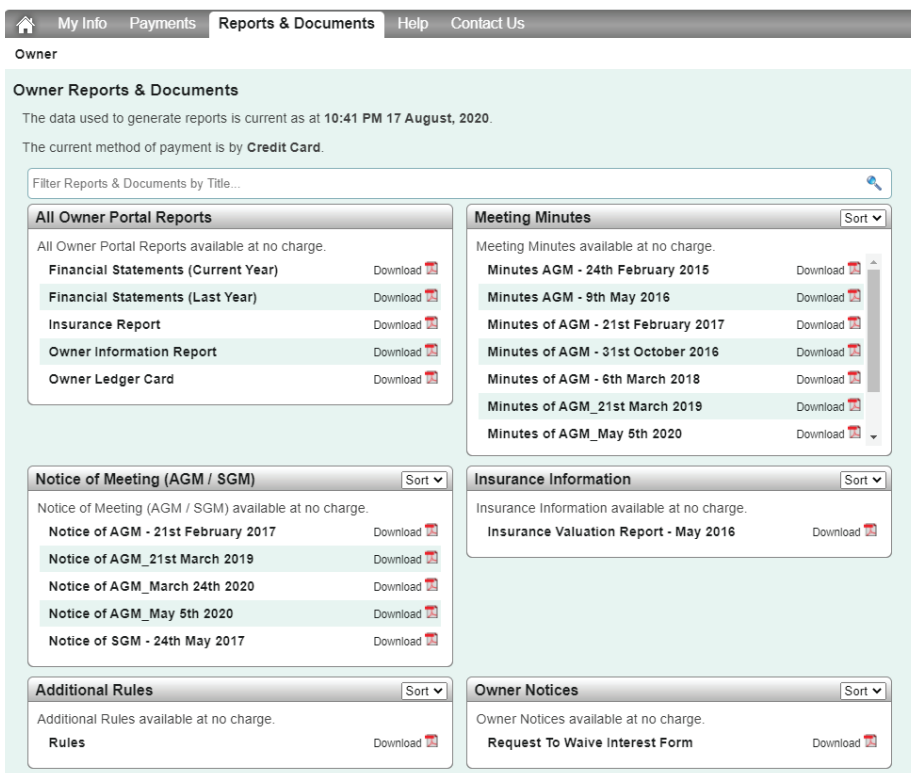
1. Update your details using the **My Info** tab

2. Make a payment via the **Payments** tab



The screenshot shows the TIDEWAYS portal interface. At the top is the TIDEWAYS logo and a search bar. Below is a navigation menu with tabs: My Info, Payments, Reports & Documents, Help, and Contact Us. The main content area is titled "Welcome to StrataMax" and contains four informational boxes: "Reports & Documents", "Payments", "Share Property", and "Passwords".

3. Obtain your Ledger Card (Statement), check other financial information or Owners Corporation Reports via the **Reports & Documents** tab



The screenshot shows the "Reports & Documents" section of the portal. It includes a navigation bar with "Reports & Documents" selected. Below the navigation bar, there are several sections for downloading reports:

- All Owner Portal Reports:** Financial Statements (Current Year), Financial Statements (Last Year), Insurance Report, Owner Information Report, and Owner Ledger Card.
- Meeting Minutes:** Minutes AGM - 24th February 2015, Minutes AGM - 9th May 2016, Minutes of AGM - 21st February 2017, Minutes of AGM - 31st October 2016, Minutes of AGM - 6th March 2018, Minutes of AGM_21st March 2019, and Minutes of AGM_May 5th 2020.
- Notice of Meeting (AGM / SGM):** Notice of AGM - 21st February 2017, Notice of AGM_21st March 2019, Notice of AGM_March 24th 2020, Notice of AGM_May 5th 2020, and Notice of SGM - 24th May 2017.
- Insurance Information:** Insurance Valuation Report - May 2016.
- Additional Rules:** Rules.
- Owner Notices:** Request To Waive Interest Form.