



Secretary Havana &lt;secretary.havana@gmail.com&gt;

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**SP108979 | 8 Oaks Avenue - Cleaning Agreement, Abloy Keys and Cash Float**

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Jeff Rosen &lt;jeff@rosenco.com.au&gt;

Wed, Apr 8, 2026 at 2:59 PM

To: Lisa Maurice <lc\_maurice@yahoo.com>, Secretary Havana <secretary.havana@gmail.com>, "jelsworth23@gmail.com" <jelsworth23@gmail.com>, "jongl62312@gmail.com" <jongl62312@gmail.com>, "thomas.knedlik@me.com" <thomas.knedlik@me.com>, "mattpullicin@gmail.com" <mattpullicin@gmail.com>, Rebecca Cavallaro <beckycavaaro1@gmail.com>, "ajohn5560@gmail.com" <ajohn5560@gmail.com>, "andrewmather7@gmail.com" <andrewmather7@gmail.com>  
Cc: "Reception (Rosen & Co)" <reception@rosenco.com.au>, Bianca Rosenstrauss <bianca@rosenco.com.au>, Heli Vaidya <heli@rosenco.com.au>

Dear Committee,

Yesterday, we advised the cleaner that his services were terminated from that day. I asked him to drop off any keys that he holds and to deliver the scrubbing machine to John Petheridge, which he agreed to do.

Today he sent the below email advising that the cleaner in the building is a person whom he employs as a contractor (not an employee) who has his own ABN (see below). He happens to pay this person in cash. I am not sure if there was some confusion in what was relayed at his meeting with John Glynn and John Petheridge.

It is now a priority that a new cleaner is appointed as soon as possible. Please advise if you require some assistance with this.

With regards to the "cash float" for John Petheridge, I briefly spoke to John Elsworth today, however, Bianca has brought me up to date and she says that John P. has determined that he will run a float and reconcile this each month and send us a copy of the invoices/receipts for reimbursement. This is quite straight forward. John Petheridge was to send us a list of motions that he wanted included in this meeting. As soon as we have received this, we can send out a notice of meeting utilising a paper ballot vote.

The electrical metre room has an Abloy lock. This is a restricted security lock distributed by Ausgrid through Integrity Locksmiths with strict controls. In order to get keys copied, we need an Authority Card. These are issued with each new lock and we cannot get keys reproduced without this card. I spoke to Pierre Touma this morning and he said that his father, Raymond, said that the owners can change that lock at their own expense.

This wrong as the developer must hand over a full set of keys to the owners corporation. I believe that we should follow up on this, however, at the end of the day, it might be more pragmatic to simply have a new Abloy lock installed with 6 keys to be distributed to select committee members. The time spent chasing this through the developer may cost more in time than a new lock. We have sought an approximate cost to provide an AUSGRID Abloy system with 6 x keys through a locksmith, with whom we have had considerable dealings, for between \$700 and \$750.

This is through a locksmith that has an Abloy System that the manage directly. The advantage is the speed for obtaining additional keys as needed and the simplicity of dealing with a locksmith that is easy to deal with. The AUSGRID contract was with Integrity Locksmiths. However, they were bought out by ARA and are a bit of a pain to deal with. We can have this done by the end of the week. Chasing Ray Touma could be longer. We look to the committee for instruction on this.

It is still early days and things do take time to settle in. In the end, we will all get there.

Regards,

Jeff Rosen



142 Glenayr Avenue, Bondi Beach NSW 2026

T 02 9130 3378 | E [jeff@rosenco.com.au](mailto:jeff@rosenco.com.au)

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**From:** Teody Tan <[southerncrosspmsydney@gmail.com](mailto:southerncrosspmsydney@gmail.com)>  
**Sent:** Tuesday, 7 April 2026 5:57 PM  
**To:** Jeff Rosen <[jeff@rosenco.com.au](mailto:jeff@rosenco.com.au)>  
**Cc:** Bianca Rosenstrauss <[bianca@rosenco.com.au](mailto:bianca@rosenco.com.au)>; Reception (Rosen & Co) <[reception@rosenco.com.au](mailto:reception@rosenco.com.au)>; Heli Vaidya <[heli@rosenco.com.au](mailto:heli@rosenco.com.au)>  
**Subject:** Re: SP108979 | [8 Oaks Avenue](#) - Cleaning Agreement

Hi Jeff, Thank you for your update. As mentioned I am just grateful for the opportunity and it seems even I have the contract there will be a tension the way I see the situation.

Pls see Mohammed Abdulla ABN 39-394012458 under subcontractor work/job only as provide my own insurances and chemical , machines and others under my business .

Lastly, I already contacted John P for the turn over of the floor machine tomorrow and I will turn over the keys as well.

*Yours sincerely,*



*Teody Foster Tan*

*Mobile : 0432068679*

Email: [Southerncrosspmsydney@gmail.com](mailto:Southerncrosspmsydney@gmail.com)

ABN: 84 489 677 020

Certified in Infectious Diseases and Infection Control Covid 19

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**From:** Jeff Rosen <[jeff@rosenco.com.au](mailto:jeff@rosenco.com.au)>  
**Date:** Tuesday, 7 April 2026 at 5:32 pm  
**To:** Teody Tan <[southerncrosspmsydney@gmail.com](mailto:southerncrosspmsydney@gmail.com)>  
**Cc:** Bianca Rosenstraus <[bianca@rosenco.com.au](mailto:bianca@rosenco.com.au)>, Reception (Rosen & Co) <[reception@rosenco.com.au](mailto:reception@rosenco.com.au)>, Heli Vaidya <[heli@rosenco.com.au](mailto:heli@rosenco.com.au)>  
**Subject:** SP108979 | 8 Oaks Avenue - Cleaning Agreement

Teody,

We are instructed to terminate your cleaning arrangements at the above premises immediately.

Please send us your invoices to date and these will be paid promptly.

With regards to the scrubber purchased for the owners, please deliver to John Pethebridge in Unit 704A (phone 0456 621 953).

It might be of assistance if you were to send Mohamed's ABN and contract details to John Petereridge and explain that Mohamed is employed as a contractor, not an employee. I think that this fact was lost in the heat of the moment at your meeting.

Thank you.

Regards,

Jeff Rosen



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