

# ONJ SERVICES

ABN: 72 216 341 153



5/2 The Gateway, Broadmeadows, Vic, 3047.



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## ONJ Group Pty Ltd Terms & Conditions of Trade (Commercial)

### 1. Definitions

- 1.1 "Contractor" means ONJ Group Pty Ltd its successors and assigns or any person acting on behalf of and with the authority of ONJ Group Pty Ltd.
- 1.2 "Client" means the Client (or any person acting on behalf of and with the authority of the Client) as described on any quotation, work authorisation or other form as provided by the Contractor to the Client.
- 1.3 "Guarantor" means that person (or persons), or entity, who agrees to be liable for the debts of the Client on a principal debtor basis.
- 1.4 "Goods" means Goods supplied by the Contractor to the Client (and where the context so permits shall include any supply of Services as hereinafter defined) and are as described on the invoices, quotation, work authorisation or any other forms as provided by the Contractor to the Client.
- 1.5 "Services" means all Services supplied by the Contractor to the Client and includes any advice or recommendations (and where the context so permits shall include any supply of Goods as defined above).
- 1.6 "Price" means the price payable for the Goods as agreed between the Contractor and the Client in accordance with clause 4 of this contract.
- 1.7 "Variation" means changes to the original scope of works, including changes that are beyond the control of the Contractor such as staggered timelines rather than continuous working days, delayed building works, change in equipment schedule, damage or interference of installed equipment by others, or any other circumstances beyond the control of the Contractor. It also includes expenses which arise from hidden or unknown contingences found at the job site that were not observable at the time of the site inspection, or were not clearly communicated by the Client during initial discussions regarding job specifications so as to be included in the original quotation.

### 2. Australian Consumer Law ("ACL") and Fair Trading Acts ("FTA")

- 2.1 Nothing in this agreement is intended to have the effect of contracting out of any applicable provisions of the ACL or the FTA in each of the States and Territories of Australia, except to the extent permitted by those Acts where applicable.

### 3. Acceptance

- 3.1 Any instructions received by the Contractor from the Client for the supply of Goods and/or the Client's acceptance of Goods supplied by the Contractor shall constitute acceptance of the terms and conditions contained herein.
- 3.2 Where more than one Client has entered into this agreement, the Clients shall be jointly and severally liable for all payments of the Price.
- 3.3 Upon acceptance of these terms and conditions by the Client the terms and conditions are binding and can only be amended with the written consent of the Contractor.
- 3.4 The Client shall give the Contractor not less than fourteen (14) days prior written notice of any proposed change of ownership of the Client or any change in the Client's name and/or any other change in the Client's details (including but not limited to, changes in the Client's address, facsimile number, or business practice). The Client shall be liable for any loss incurred by the Contractor as a result of the Client's failure to comply with this clause.

### 4. Price and Payment

- 4.1 At the Contractor's sole discretion, the Price shall be either:
  - (a) as indicated on invoices provided by the Contractor to the Client in respect of Goods supplied; or
  - (b) the Contractor's quoted Price (subject to clause 4.2) which shall be binding upon the Contractor provided that the Client shall accept the Contractor's quotation in writing within thirty (30) days.
- 4.2 The Contractor reserves the right to change the Price in the event of a Variation to the Contractor's quotation.
- 4.3 The Contractor requires a [INSERT PERCENTAGE] deposit of the Price to be paid at the time of acceptance of the Contractor's quotation. Goods shall not be ordered by the Contractor until receipt of the [INSERT PERCENTAGE] deposit.
- 4.4 The Contractor shall issue progress claims on or from the 15<sup>th</sup> day of each month and on or from the last day of each month.
- 4.5 The Client must pay the Contractor's progress claim within [INSERT] days after receipt of the Contractor's progress claim.
- 4.6 Payment will be made by cash, or by cheque, or by bank cheque, or by direct credit, or by any other method as agreed to between the Client and the Contractor.
- 4.7 GST and other taxes and duties that may be applicable shall be added to the Price except when they are expressly included in the Price.

### 5. Delivery of Goods

- 5.1 Delivery of the Goods shall take place when the Client takes possession of the Goods at the Client's nominated address.
- 5.2 At the Contractor's sole discretion, the costs of delivery are:
  - (a) included in the Price; or
  - (b) in addition to the Price.
- 5.3 The Client shall make all arrangements necessary to take delivery of the Goods whenever they are tendered for delivery. In the event that the Client is unable to take delivery of the Goods as arranged then the Contractor shall be entitled to charge a reasonable fee for redelivery.
- 5.4 Delivery of the Goods to a third party nominated by the Client is deemed to be delivery to the Client for the purposes of this agreement.
- 5.5 The Contractor may deliver the Goods by separate instalments. Each separate instalment shall be invoiced and paid in accordance with the provisions in these terms and conditions.
- 5.6 The failure of the Contractor to deliver shall not entitle either party to treat this contract as repudiated.
- 5.7 The Contractor shall not be liable for any loss or damage whatever due to failure by the Contractor to deliver the Goods (or any of

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them) promptly or at all where due to circumstances beyond the control of the Contractor.

## 6. Risk

- 6.1 If the Contractor retains ownership of the Goods nonetheless, all risk for the Goods passes to the Client on delivery.
- 6.2 If any of the Goods are damaged or destroyed following delivery but prior to ownership passing to the Client, the Contractor is entitled to receive all insurance proceeds payable for the Goods. The production of these terms and conditions by the Contractor is sufficient evidence of the Contractor's rights to receive the insurance proceeds without the need for any person dealing with the Contractor to make further enquiries.
- 6.3 The Contractor shall not be held responsible for any damage to the Goods caused by outside agents. Where the Client requests the Contractor to repair such damage then the Contractor reserves the right to charge the Client for any costs incurred in rectifying such damage.

## 7. Title

- 7.1 The Contractor and Client agree that ownership of the Goods shall not pass until:
- (a) the Client has paid the Contractor all amounts owing for the particular Goods; and
  - (b) the Client has met all other obligations due by the Client to the Contractor in respect of all contracts between the Contractor and the Client.
- 7.2 Receipt by the Contractor of any form of payment other than cash shall not be deemed to be payment until that form of payment has been honoured, cleared or recognised and until then the Contractor's ownership or rights in respect of the Goods shall continue.
- 7.3 It is further agreed that:
- (a) where practicable the Goods shall be kept separate and identifiable until the Contractor shall have received payment and all other obligations of the Client are met; and
  - (b) until such time as ownership of the Goods shall pass from the Contractor to the Client the Contractor may give notice in writing to the Client to return the Goods or any of them to the Contractor. Upon such notice the rights of the Client to obtain ownership or any other interest in the Goods shall cease; and
  - (c) the Contractor shall have the right of stopping the Goods in transit whether or not delivery has been made; and
  - (d) if the Client fails to return the Goods to the Contractor then the Client irrevocably authorises the Contractor or the Contractor's agent to enter upon and into land and premises owned, occupied or used by the Client, or any premises as the invitee of the Client, where the Goods are situated and to take possession of the Goods; and
  - (e) the Client is only a Bailee of the Goods and until such time as the Contractor has received payment in full for the Goods then the Client shall hold any proceeds from the sale or disposal of the Goods, up to and including the amount the Client owes to the Contractor for the Goods, on trust for the Contractor; and
  - (f) the Client shall not deal with the money of the Contractor in any way which may be adverse to the Contractor; and
  - (g) the Client shall not charge the Goods in any way nor grant nor otherwise give any interest in the Goods while they remain the property of the Contractor; and
  - (h) the Contractor can issue proceedings to recover the Price of the Goods sold notwithstanding that ownership of the Goods may not have passed to the Client; and
  - (i) until such time that ownership in the Goods passes to the Client, if the Goods are converted into other products, the parties agree that the Contractor will be the owner of the end products.

## 8. Defects

- 8.1 The Client shall inspect the Goods on delivery and shall within fourteen (14) days of delivery (time being of the essence) notify the Contractor of any alleged defect, shortage in quantity, damage or failure to comply with the description or quote. The Client shall afford the Contractor an opportunity to inspect the Goods within a reasonable time following delivery if the Client believes the Goods are defective in any way. If the Client shall fail to comply with these provisions the Goods shall be presumed to be free from any defect or damage. For defective Goods, which the Contractor has agreed in writing that the Client is entitled to reject, the Contractor's liability is limited to either (at the Contractor's discretion) replacing the Goods or repairing the Goods except where the Client has acquired Goods as a consumer within the meaning of the ACL (CWlth) or the Fair Trading Acts of the relevant state or territories of Australia, and is therefore also entitled to, at the consumer's discretion either a refund of the purchase price of the Goods, or repair of the Goods, or replacement of the Goods.
- 8.2 Goods will not be accepted for return other than in accordance with 8.1 above.

## 9. Warranty

- 9.1 Subject to the conditions of warranty set out in clause 9.2 the Contractor warrants that if any defect in any workmanship of the Contractor becomes apparent and is reported to the Contractor within twelve (12) months of the date of delivery (time being of the essence) then the Contractor will either (at the Contractor's sole discretion) replace or remedy the workmanship.
- 9.2 The conditions applicable to the warranty given by clause 9.1 are:
- (a) the warranty shall not cover any defect or damage which may be caused or partly caused by or arise through:
    - (i) failure on the part of the Client to properly maintain any Goods; or
    - (ii) failure on the part of the Client to follow any instructions or guidelines provided by the Contractor; or
    - (iii) any use of any Goods otherwise than for any application specified on a quote or order form; or
    - (iv) the continued use of any Goods after any defect becomes apparent or would have become apparent to a reasonably prudent operator or user; or
    - (v) fair wear and tear, any accident or act of God.
  - (b) the warranty shall cease and the Contractor shall thereafter in no circumstances be liable under the terms of the warranty if the workmanship is repaired, altered or overhauled without the Contractor's consent.
  - (c) in respect of all claims the Contractor shall not be liable to compensate the Client for any delay in either replacing or remedying the workmanship or in properly assessing the Client's claim.
- 9.3 For Goods not manufactured by the Contractor, the warranty shall be the current warranty provided by the manufacturer of the Goods.

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The Contractor shall not be bound by nor be responsible for any term, condition, representation or warranty other than that which is given by the manufacturer of the Goods.

## 10. Intellectual Property

- 10.1 Where the Contractor has designed, drawn or written Goods for the Client, then the copyright in those designs and drawings and documents shall remain vested in the Contractor, and shall only be used by the Client at the Contractor's discretion.
- 10.2 The Client warrants that all designs or instructions to the Contractor will not cause the Contractor to infringe any patent, registered design or trademark in the execution of the Client's order and the Client agrees to indemnify the Contractor against any action taken by a third party against the Contractor in respect of any such infringement.

## 11. Default & Consequences of Default

- 11.1 Interest on overdue invoices shall accrue daily from the date when payment becomes due, until the date of payment, at a rate of two and one half percent (2.5%) per calendar month and such interest shall compound monthly at such a rate after as well as before any judgment.
- 11.2 If the Client defaults in payment of any invoice when due, the Client shall indemnify the Contractor from and against all costs and disbursements incurred by the Contractor in pursuing the debt including legal costs on a solicitor and own client basis and the Contractor's collection agency costs.
- 11.3 Without prejudice to any other remedies the Contractor may have, if at any time the Client is in breach of any obligation (including those relating to payment), the Contractor may suspend or terminate the supply of Goods to the Client and any of its other obligations under the terms and conditions. The Contractor will not be liable to the Client for any loss or damage the Client suffers because the Contractor has exercised its rights under this clause.
- 11.4 If any account remains overdue after thirty (30) days, then an amount of the greater of twenty dollars (\$20.00) or ten percent (10.00%) of the amount overdue (up to a maximum of two hundred dollars (\$200.00)) shall be levied for administration fees which sum shall become immediately due and payable.
- 11.5 Without prejudice to the Contractor's other remedies at law the Contractor shall be entitled to cancel all or any part of any order of the Client which remains unfulfilled and all amounts owing to the Contractor shall, whether or not due for payment, become immediately payable in the event that:
- any money payable to the Contractor becomes overdue, or in the Contractor's opinion the Client will be unable to meet its payments as they fall due; or
  - the Client becomes insolvent, convenes a meeting with its creditors or proposes or enters into an arrangement with creditors, or makes an assignment for the benefit of its creditors; or
  - a receiver, manager, liquidator (provisional or otherwise) or similar person is appointed in respect of the Client or any asset of the Client.

## 12. Security and Charge

- 12.1 Despite anything to the contrary contained herein or any other rights which the Contractor may have howsoever:
- where the Client and/or the Guarantor (if any) is the owner of land, realty or any other asset capable of being charged, both the Client and/or the Guarantor agree to mortgage and/or charge all of their joint and/or several interest in the said land, realty or any other asset to the Contractor or the Contractor's nominee to secure all amounts and other monetary obligations payable under these terms and conditions. The Client and/or the Guarantor acknowledge and agree that the Contractor (or the Contractor's nominee) shall be entitled to lodge where appropriate a caveat, which caveat shall be withdrawn once all payments and other monetary obligations payable hereunder have been met.
  - should the Contractor elect to proceed in any manner in accordance with this clause and/or its sub-clauses, the Client and/or Guarantor shall indemnify the Contractor from and against all the Contractor's costs and disbursements including legal costs on a solicitor and own client basis.
  - the Client and/or the Guarantor (if any) agree to irrevocably nominate constitute and appoint the Contractor or the Contractor's nominee as the Client's and/or Guarantor's true and lawful attorney to perform all necessary acts to give effect to the provisions of this clause 12.1.

## 13. Cancellation

- 13.1 The Contractor may cancel any contract to which these terms and conditions apply or cancel delivery of Goods at any time before the Goods are delivered by giving written notice to the Client. On giving such notice the Contractor shall repay to the Client any sums paid in respect of the Price. The Contractor shall not be liable for any loss or damage whatever arising from such cancellation.
- 13.2 In the event that the Client cancels delivery of Goods the Client shall be liable for any loss incurred by the Contractor (including, but not limited to, any loss of profits) up to the time of cancellation.

## 14. Privacy Act 1988

- 14.1 The Client and/or the Guarantor/s agree for the Contractor to obtain from a credit reporting agency a credit report containing personal credit information about the Client and Guarantor/s in relation to credit provided by the Contractor.
- 14.2 The Client and/or the Guarantor/s agree that the Contractor may exchange information about the Client and the Guarantor/s with those credit providers either named as trade referees by the Client or named in a consumer credit report issued by a credit reporting agency for the following purposes:
- to assess an application by Client; and/or
  - to notify other credit providers of a default by the Client; and/or
  - to exchange information with other credit providers as to the status of this credit account, where the Client is in default with other credit providers; and/or
  - to assess the credit worthiness of Client and/or Guarantor/s.
- 14.3 The Client consents to the Contractor being given a consumer credit report to collect overdue payment on commercial credit (Section 18K(1)(h) Privacy Act 1988).

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- 14.4 The Client agrees that personal credit information provided may be used and retained by the Contractor for the following purposes and for other purposes as shall be agreed between the Client and Contractor or required by law from time to time:
- (a) provision of Goods; and/or
  - (b) marketing of Goods by the Contractor, its agents or distributors in relation to the Goods; and/or
  - (c) analysing, verifying and/or checking the Client's credit, payment and/or status in relation to provision of Goods; and/or
  - (d) processing of any payment instructions, direct debit facilities and/or credit facilities requested by Client; and/or
  - (e) enabling the daily operation of Client's account and/or the collection of amounts outstanding in the Client's account in relation to the Goods.
- 14.5 The Contractor may give information about the Client to a credit reporting agency for the following purposes:
- (a) to obtain a consumer credit report about the Client; and/or
  - (b) allow the credit reporting agency to create or maintain a credit information file containing information about the Client.
- 15. Building and Construction Industry Security of Payments Act 2002 (Vic)**
- 15.1 At the Contractor's sole discretion, if there are any disputes or claims for unpaid Goods and/or Services then the provisions of the Building and Construction Industry Security of Payments Act 1999 may apply.
- 15.2 Nothing in this agreement is intended to have the effect of contracting out of any applicable provisions of the Building and Construction Industry Security of Payments Act 2002 of Victoria, except to the extent permitted by the Act where applicable.
- 16. Personal Property and Securities Register**
- 16.1 The Client acknowledges that pursuant to these terms and conditions they grant to the Contractor a Security Interest in the Secured Property and, for avoidance of doubt, the proceeds of sale of the Secured Property for the purposes of the PPSA:
- (a) The Client consents to the Contractor effecting a registration on the PPSR in relation to the Security Interest arising out of or in connection with these terms and conditions and the Client agrees to provide all assistance required by the Contractor to facilitate this.
  - (b) The Client acknowledges and agrees that in relation to the part of the Secured Property that is inventory, the Client will not allow any Security Interest to arise in respect of that Secured Property unless the Contractor has perfected its Security Interest in the Secured Property prior to the Client's possession of the Secured Property.
  - (c) If the Client makes payment to the Contractor at any time whether in connection with these terms and conditions or otherwise, the Contractor may, at its absolute discretion, apply that payment in any manner it sees fit.
  - (d) The Client agrees to immediately notify the Contractor of any changes to its name or address.
  - (e) The Client agrees to do anything the Contractor requests the Client to do: to provide more effective security over the Secured Property; to register in respect of a Security Interest constituted by these terms and conditions at any time; to enable the Contractor to exercise its rights in connection with the Secured Property; and to show the Contractor whether the Client has complied with these terms and conditions.
  - (f) The Client shall pay on demand any losses arising from, and any costs and expenses incurred in connection with, any action taken by the Contractor under or in relation to the PPSA, including any registration, or any response to an amendment, demand or a request under section 275 of the PPSA.
  - (g) Any notices or documents which are required or permitted to be given to the Contractor for the purposes of the PPSA must be given in accordance with the PPSA.
  - (h) The Client waives the right to receive any notice under the PPSA (including notice of a verification statement (unless the notice is required by the PPSA and cannot be excluded).
- 17. Asbestos**
- 17.1 The Price does not include any provision for the costs of removing or handling any materials that contain asbestos or hazardous man-made fibres. If the Contractor discover any materials containing asbestos or hazardous man-made fibres to be dealt with in any way in carrying out the work under this agreement, the additional costs will be a deemed Variation.
- 17.2 If the Contractor suspects that any material in the vicinity or that forms part of the works under this agreement contains asbestos or hazardous man-made fibres the Contractor may carry out or engage others to carry out the necessary testing to establish whether there are any material containing asbestos present on the site. The Client agrees to pay all costs associated with testing for the presence of asbestos or hazardous man-made fibres.
- 17.3 If asbestos or hazardous man-made fibres are found in the vicinity of the Contractor's work the Contractor may immediately suspend the works under the agreement until such time as the material containing asbestos or hazardous man-made fibres has been removed. The costs incurred by the Contractor as a result of the suspension will be a deemed Variation.
- 17.4 The Client will engage an asbestos removal contractor to remove any material containing asbestos or hazardous man-made fibres. The asbestos removal subcontractor must be appropriately licensed and shall comply with all relevant legislation, codes of practice and standards and hold the correct license to perform the works.
- 17.5 The Client will ensure that the asbestos removal contractor take out and maintain an asbestos liability policy in respect of the work with a limit of cover of no less than \$10million (per occurrence). The Client shall be liable for payment of all fees required by any public or local government authority in respect of the removal of asbestos and shall indemnify the Contractor against all liability, including negligence, in relation to the works that are associated with the asbestos removal.
- 17.6 If the Client fails to engage an asbestos removal contractor within 30 days after receiving notice of the presence of asbestos (or hazardous man-made fibres) or the asbestos removal works have not been completed within 90 days after receiving notice of the presence of asbestos, then the Contractor may terminate the agreement by giving notice to the Client. The Contractor will be entitled to make a final progress claim after termination under clause 16.6 for work completed up to the date of termination and may claim reasonable demobilisation costs and the costs of materials or goods reasonably ordered by the Contractor for the works under the agreement for which the Contractor is legally bound to pay. The reference date for the final progress claim will be the date of termination of the agreement.
- 18. General**

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- 18.1 If any provision of these terms and conditions shall be invalid, void, illegal or unenforceable the validity, existence, legality and enforceability of the remaining provisions shall not be affected, prejudiced or impaired.
- 18.2 These terms and conditions and any contract to which they apply shall be governed by the laws of Victoria and are subject to the jurisdiction of the courts of Victoria.
- 18.3 The Contractor shall be under no liability whatever to the Client for any indirect loss and/or expense (including loss of profit) suffered by the Client arising out of a breach by the Contractor of these terms and conditions.
- 18.4 In the event of any breach of this contract by the Contractor the remedies of the Client shall be limited to damages which under no circumstances shall exceed the Price of the Goods.
- 18.5 The Client shall not be entitled to set off against or deduct from the Price any sums owed or claimed to be owed to the Client by the Contractor.
- 18.6 The Contractor may license or sub-contract all or any part of its rights and obligations without the Client's consent.
- 18.7 The Client agrees that the Contractor may review these terms and conditions at any time. If, following any such review, there is to be any change to these terms and conditions, then that change will take effect from the date on which the Contractor notifies the Client of such change.
- 18.8 Neither party shall be liable for any default due to any act of God, war, terrorism, strike, lock-out, industrial action, fire, flood, drought, storm or other event beyond the reasonable control of either party.
- 18.9 The failure by the Contractor to enforce any provision of these terms and conditions shall not be treated as a waiver of that provision, nor shall it affect the Contractor's right to subsequently enforce that provision.
- 18.10 No changes to these terms and conditions can be made without the written consent of the Director of the Contractor.