



MANAGEMENT PLAN

Property and Permit Holder Details	
Holiday House Address	18 KENNEDY ST, PEMBERTON
Holiday House Permit Holder (i.e. Property Owner)	
Permit Holder's Residential Address (i.e. Not a PO Box)	
Permit Holder's Postal Address (If not same as residential address)	AS ABOVE
Permit Holder's Daytime Number(s)	
Permit Holder's Email	

Local Manager's Details	
Name of Manager	
Residential Address (i.e. Not a PO Box)	
Postal Address (If not same as residential address)	AS ABOVE
Day Time Contact Number	
All-Hours Contact Number (To be made available to guests)	

Management Details	
Number of Guest Bedrooms (Attach scaled floor plan showing areas available to guests and any areas not accessible).	4
Maximum number of guests able to be accommodated at the premises.	12
Will pets be accommodated? If so, please provide details of how these will be secured.	Yes, fenced in back yard
Location and number of car parking spaces available to guests inside the property.	4 in driveway, 2 behind shed
How is water supplied to the premises? If an on-site water supply is provided, provide details of type and capacity.	scheme water
Detail the method of guest booking.	Pemberton Visitors Center, AIRBNB Booking.com





Detail the method of key collection / drop off.	Lockbox on site. Guests given access code day before.
Detail the cleaning and servicing arrangements.	Cleaner comes day of checkout to clean & service property
Detail rubbish disposal arrangements.	Wheeltre bins left on verge.
Will signage be displayed at the property? If so, provide details, including location, size and design.	Not unless necessary.

Other Comments on Management
We regularly come to stay at the property (2-3 times per year) to make sure it is well maintained.





EMERGENCY PLAN

A copy of this information is to be displayed in a prominent location in the holiday house for guests to refer to in the event of an emergency.

Property Details	
Legal property address <i>This is the formal property street address and locality as shown on the Certificate of Title.</i>	18 KENNEDY ST, PEMBERTON
Nearest road intersection	ROBINSON ST & KENNEDY ST
Local Government Area	Shire of Manjimup
Land line telephone number <i>If a land/fixd telephone is connected to the premises.</i>	
Is there mobile phone / data coverage available. If so, which telcos?	YES - TELSTRA
Bushfire Prone Area Status <i>Include Bushfire Attack Level if known</i>	NOT CURRENTLY DESIGNATED

Emergency Contacts and Information	
National Emergency Service Number <i>Police, Ambulance, Fire</i>	000
State Emergency Service Assistance <i>Non-emergency</i>	132 500
Emergency Information <i>Phone and Website</i>	1300 657 209 www.dfes.wa.gov.au
Radio frequency of the official local emergency radio broadcaster <i>i.e. ABC Local Radio</i>	ABC RADIO on 738 AM
Nearest Emergency Muster Point <i>Include route map if required.</i>	PEMBERTON SPORTS CLUB CLUB RD, PEMBERTON
Nearest Evacuation Centres <i>Include evacuation route map.</i>	CHECK emergency.wa.gov.au

Nearest Hospital Information (24hr Emergencies)	
Name	PEMBERTON-NORTHCLIFFE HS
Address	10 RAILWAY CRES, PEMBERTON
Distance from Holiday House	1.6km (3min)
Telephone Number	9776 4000

Bush Fire Brigade Information (if outside of a Townsite or settlement)	
Name of local brigade	PEMBERTON FIRE & RESCUE
Name of local fire control officer	NA
Phone number for local fire control officer	9776 0249



Site Specific Emergency Matters	
Any Site Specific Emergency Situations that may occur that guests should be made aware of?	
<input type="checkbox"/>	Flooding
<input type="checkbox"/>	House Fire
<input checked="" type="checkbox"/>	Bush Fire
<input type="checkbox"/>	Snakes
<input type="checkbox"/>	Mosquitos
<input type="checkbox"/>	Other

Other Matters

Management of The Karri Hideaway

To whom it may concern,

I am writing to outline the management structure and key details related to the day-to-day operations of The Karri Hideaway, located at 18 Kennedy Street, Pemberton.

Below are the key aspects of the property's management:

Day-to-Day Management

The property's day-to-day management is overseen by our appointed manager, who resides in Manjimup. Their responsibilities include:

- Cleaning and maintenance of the property
- Collecting shopping and supplies as needed
- Ensuring the property's overall needs are met

Guest Capacity

The property comfortably accommodates 12 guests, with the following bedding configuration:

- 3 queen beds
- 3 sets of bunk beds

Car Parking Facilities

The property offers ample car parking facilities, including:

- Carport and driveway: 4 cars
- Additional parking near the shed: 2 cars

Rubbish Removal

Rubbish removal is managed through a weekly bin collection service. Any excess rubbish will be disposed of at the local tip as needed.

Booking Management

Bookings for the property are managed by myself, utilizing the following channels:

- Airbnb

- Booking.com
- Pemberton Visitors Center
- Google My Business

Additional Facilities

Our property offers several additional facilities for guest enjoyment, including:

- Dog-friendly accommodation with a closed-in backyard
- On-site spa and sauna for guest use

We would like to also let you know that we regularly visit our holiday house to make sure it is well maintained and up to a high standard.

If you have any questions or concerns regarding the management of The Karri Hideaway, please do not hesitate to contact me.

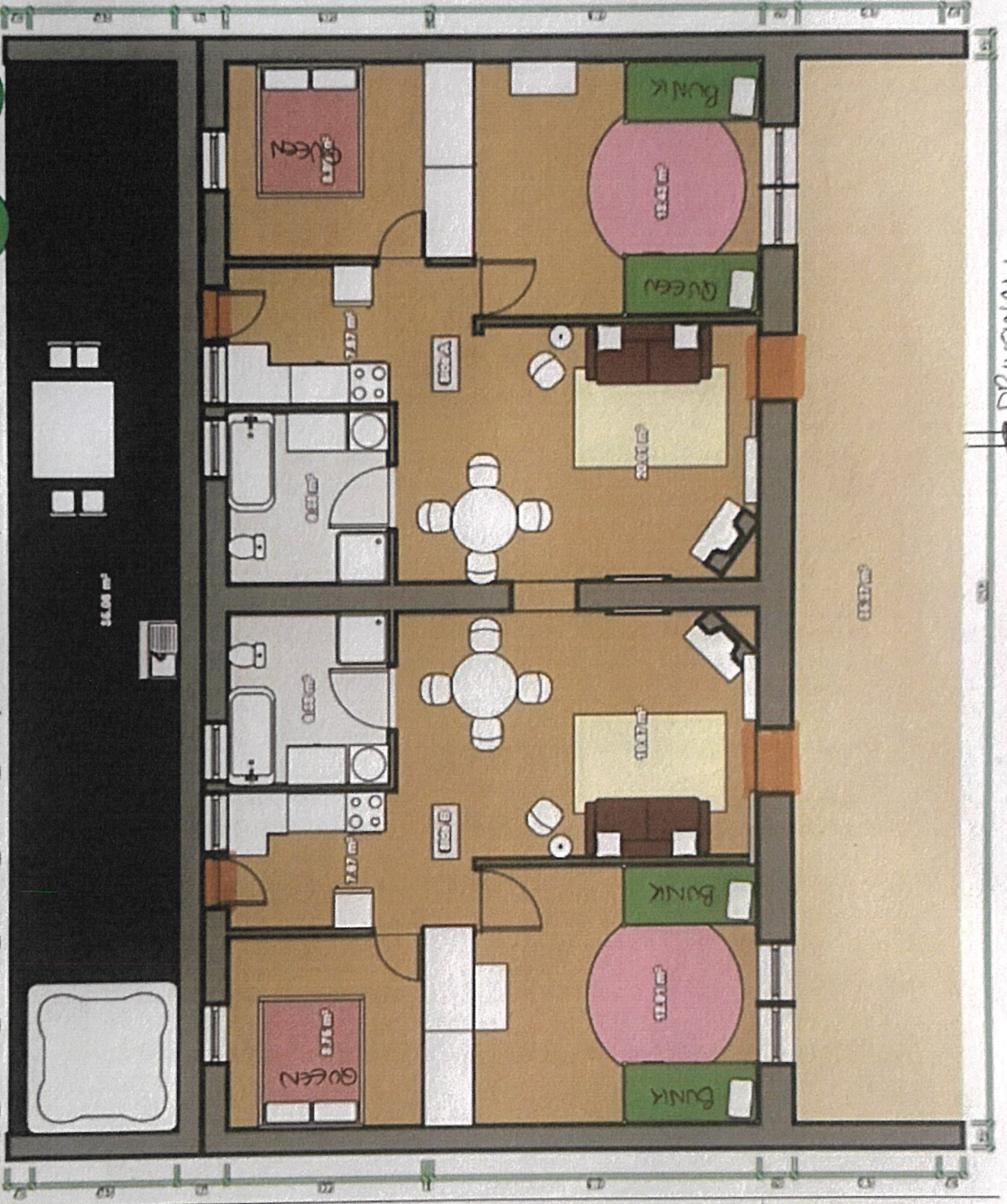
Thank you for your attention to these matters.

Best regards,

EXITS



GATE



DRIVEWAY

CARPORT