

Date	Description
23 Oct 20	Perusing email from strata manager providing instructions to act for owners corporation in NCAT case
26 Oct 20	Perusing NCAT application lodged by
27 Oct 20	Exchanging emails with strata manager regarding date of NCAT hearing
12 Nov 20	Perusing email from strata manager regarding potential cross application against () concerning enforcement of unreasonable communications by-law
13 Nov 20	Perusing communications passing between () and NCAT concerning extensions of time to deliver evidence and perusing NCAT notices of procedural directions, extensions of time to comply with procedural directions and hearing details
23 Nov 20	Exchanging emails with strata manager regarding NCAT timetable and service of evidence by owners corporation
09 Dec 20	Perusing statutory declaration and folder of documents served by () (500 pages)
10 Dec 20	Perusing further documents in folder of documents served by () (204 pages) in NCAT case
10 Dec 20	Drafting schedule of observations regarding statutory declaration of ()
10 Dec 20	Drafting schedule of observations regarding evidence of ()
11 Dec 20	Letter to you providing advice on prospects for success in NCAT case
11 Dec 20	Email to NCAT providing contact details for telephone hearing

Date	Description
11 Dec 20	Perusing email from NCAT regarding request for file inspection
14 Dec 20	Exchanging emails with NCAT regarding request for file inspection
14 Dec 20	Drafting outline of submissions
14 Dec 20	Drafting letter to applicant's serving outline of submissions
14 Dec 20	Drafting letter to NCAT enclosing outline of submissions for filing
14 Dec 20	Drafting email to Tribunal and applicants filing and service electronically Outline of Submissions of owners corporation
14 Dec 20	Email to you submitting draft of Outline of Submissions of owners corporation
14 Dec 20	Attending NCAT on telephone to discuss file inspection
14 Dec 20	Review of Deed of Release and previous Tribunal litigation involving () to ascertain existence of any additional defences to NCAT application by ()
24 Dec 20	Perusing email from strata manager providing instructions to file and serve NCAT submissions
25 Jan 21	Perusing email from NCAT regarding electronic filing of submissions
29 Jan 21	Email to NCAT regarding electronic filing of submissions
29 Jan 21	Perusing email from NCAT confirming acceptance of electronically filed submissions
02 Feb 21	Perusing email from strata manager setting out and attaching emails from () regarding retainer of solicitor
02 Feb 21	Perusing emails passing between strata manager and insurer regarding conflict of interest of solicitor and break down of fees and perusing email from strata manager requesting response to allegation of conflict of interest and breakdown of fees
03 Feb 21	Email to you responding to application by () for disqualification of solicitor and providing update on NCAT case
03 Feb 21	Email to you providing response to allegation of conflict of interest and breakdown of fees

Date	Description
03 Feb 21	Perusing email from strata manager attaching minutes of AGM recording resolution approving retainer of lawyers in NCAT case
10 Feb 21	Preparing for NCAT hearing including review of evidence and submissions
11 Feb 21	Preparing for NCAT hearing including review of analysis of evidence and submissions of applicants and preparation of oral submissions
11 Feb 21	Appearing at NCAT hearing by telephone
11 Feb 21	Letter to you reporting on NCAT hearing