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FIRST RESORTS



DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED (Registration No.: 2000/028048/06)

Directors: L. Fourie, W. Haw, P.S. Kirsten, H.R. Lubbe. E. Bootha, A. Westley

30 October 2014

## **NOTICE TO SHARE HOLDERS**

## **PLEASE TAKE NOTE**

THE ANNUAL GENERAL MEETING
OF DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED
LIMITED WILL TAKE PLACE ON:

DATE:

**THURSDAY, 27 NOVEMBER 2014** 

**VENUE:** 

THE BRYANSTON COUNTRY CLUB

63 BRYANSTON DRIVE BRYANSTON, GAUTENG

TIME:

16H00

**Johann Jordaan**Managing Director

FIRST RESORTS AND HOTEL MANAGEMENT (PTY) LTD

FIRST RESORTS
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## DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED (Registration No.: 2000/028048/06)

## **DIRECTORS**

E. Bootha

L. Fourie

W. Haw

P.S. Kirsten

H.R. Lubbe

A. Westley

## **MANAGING AGENTS AND COMPANY SECRETARIES**

First Resorts and Hotel Management (Pty) Ltd

1 Crompton Street

**PINETOWN** 

3610

Tel: (031) 7177593

e-mail: info@firstresorts.co.za

P.O. Box 1287

**PINETOWN** 

3600

Fax: (031) 7091680

## **AUDITORS**

Harel Davidson Incorporated Chartered Accountants (S.A.)
7 Canford Park
53 Anthony Road
Durban North

## **BANKERS**

FNB

and

Investec

Rivonia

**Johannesburg** 

Reg No 2000/028048/06

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## **DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED**

(Registration No.: 2000/028048/06)

NOTICE is hereby given that an Annual General Meeting of Shareholders of Doornkop Fish & Wildlife Reserve Share Block Limited will be held at The Bryanston Country Club, 63 Bryanston Drive, Bryanston Thursday, 27 November 2014 at 16h00

## ACENIDA

	AGENDA
1.	Welcome
2.	Notice of Meeting
3.	Attendance, proxies and apologies
4.	Establishment of Quorum
5.	Appointment of Chairman
6.	Minutes of Annual General Meeting held on 4 February 2014
7.	Matters arising from the Minutes
8.	Presentation of Chairman's Report
9.	Presentation of Audited Annual Financial Statements, together with the Directors' Report, the Auditors Report and the Audit Committee Report, in respect of the year ended 30 June 2014
10.	Approval of Auditor's remuneration
11.	Appointment of Auditors for the financial year ending 30 June 2015
12.	To determine the number of Directors for the ensuing year

### 13. Election of Directors

Messrs L. Fourie, P.S. Kirsten and H.R. Lubbe retire by rotation but being eligible, they offer themselves for re-election. Election of Directors to be considered with other nominations submitted, if any.

14. Appointment of Audit Committee Three Directors of the Company for appointment to the Company's Audit Committee

- 15. Presentation and acceptance of Insurance Values, subject to any amendment
- 16. Presentation and acceptance of the estimate of Income and Expenditure for the year ending 30 June 2015
- 17. Interest rate charged on arrear levies
- 18. Approval of Directors' Remuneration

NOTE: In terms of Section 66(9) of the Companies Act, the remuneration of the Directors must be approved by a Special Resolution of Members.

19. General

ORDER OF THE BOARD

First Resorts and Hotel Management (Pty) Ltd

Per: J Jordaan

Pinetown, 30 October 2014

## **NOTES:**

A member entitled to attend and vote at a meeting is entitled to appoint a proxy to attend and vote in his stead. A
proxy need not be a Member of the Company.
 The proxy form attached hereto must be completed and received at the registered office of the Company at least 48

(FOURTY EIGHT) hours before the scheduled commencement time of the meeting.

2. In terms of the Companies Act, 2008 the participants in the meeting – Members or their Proxy – must provide reasonably satisfactory identification before being entitled to attend or participate in the meeting. Forms of identification include a valid identity document, driver's licence or passport.

## EXPLANATORY NOTES OF THE MEETING NOTICE AND AGENDA

## 1. Record Date

The record date set by the Board in terms of *Section 59(1)* of the Companies Act, which is the date on which the Company's security register is closed for the purpose of determining which members are entitled to receive this Notice, and to participate in and vote at this Annual General Meeting is 30 October 2014.

#### 2. Proxies

In terms of Section 58 of the Companies Act, each member of the Company entitled to attend and vote at this Annual General Meeting, is entitled to appoint a proxy to attend, participate and vote at the Annual General Meeting in the place of the member.

A proxy need not be a member of the Company.

Further information regarding proxies, including a proxy form, is included in the Annual Report.

#### 3. <u>Identification</u>

In terms of Section 62(1) of the Companies Act, members or their proxy must provide reasonably satisfactory identification before attending and participating in the Annual General Meeting, and the person presiding at the Annual General Meeting must be reasonably satisfied that the right of a person to participate and vote has been reasonably verified, before they will be permitted to so participate and vote.

### 4. Chairman

In terms of the MOI, the Chairman of the Board of Directors shall preside at the Annual General Meeting. If the Chairman is not present, or is unwilling to preside, one of the Directors present will chair the Annual General Meeting.

#### 5. Quorum

In accordance with the Company's MOI, the quorum for an Annual General Meeting is 3 persons representing 1% of the share capital.

#### 6. Voting

## 6.1 Ordinary Resolution

In terms of the Company's MOI, <u>50% (Fifty Percent)</u> of the votes cast on an ordinary resolution by members present or represented and voting at the Annual General Meeting in favour of the ordinary resolution, are required for it to be adopted.

#### 6.2 Special Resolution

In terms of the Company's MOI, <u>75% (Seventy Five Percent)</u> of the votes cast on a special resolution by members present or represented and voting at the Annual General Meeting in favour of the special resolution, are required for it to be adopted.

#### Directors

In terms of the Company's MOI, Directors serve a certain term of year/s thus one <u>half</u> of the Directors retire each year, with the remaining Directors continuing in office. Retiring Directors are eligible for re-election.

## 8. Nomination of Directors

As part of the Annual Report, is the form for the nomination of individuals for election as Directors of the Company at the Annual General Meeting.

Details regarding the delivery of completed nomination forms are set out on the form itself.

Directors nominated must sign their consent to be *nominated*, and if *elected*, for the election to be effective, must deliver to the Company their consent in writing to serve the Company as a Director. Section 66 (7) (b).

## 9. Remuneration of Directors

In accordance with Section 66(9) of the Companies Act, any remuneration of the Directors must be approved by the members at the Annual General Meeting by Special Resolution.

04

# DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED (REG. NO. 2000/028048/06)

MINUTES OF THE ANNUAL GENERAL MEETING
HELD AT THE OLD EDWARDIAN CLUB, CNR ELEVENTH AVENUE AND FOURTH STREET, HOUGHTON
ON TUESDAY, 4 FEBRUARY 2014 AT 16H00

## PRESENT:

Mr L Fourie

Mr W Haw

(In the Chair)

Mr P S Kirsten

Mr H R Lubbe

Mr E Bootha

Mr A Westley

Members present in person or by proxy as per the attendance register

## **IN ATTENDANCE:**

Representing First Resorts Management (Pty) Ltd Mr T Spencer Ms F Lingard

#### 1. WELCOME

Mr Haw welcomed all present and introduced the Board and Mr Spencer, the Managing Agent's representative.

## 2. NOTICE OF MEETING

It was unanimously agreed that the notice of the meeting, having been circulated, be taken as read.

## 3. ATTENDANCE, PROXIES ANDAPOLOGIES

Apologies were recorded from Mr T J Fernhead, Mr P Bailey and Mr J J Jordaan.

The Managing Agent tabled 5 proxies totalling 71 shares, which had been received within the prescribed time.

## 4. ESTABLISHMENT OF A QUORUM

Mr Spencer confirmed that a quorum was present and declared the meeting properly constituted.

## 5. APPOINTMENT OF CHAIRMAN

Mr W Haw was elected to chair the meeting

## 6. PRESENTATION OF MINUTES OF ANNUAL GENERAL MEETING HELD ON 17 JULY 2013 AND GENERAL MEETING HELD ON 17 JULY 2013

## **Ordinary Resolution No. 1**

## Resolved that:

The Minutes of the Annual General Meeting of the Company held on 17 July 2013 and of the General Meeting held on 17 July 2013 be, and are hereby, accepted.

## MATTERS ARISING FROM THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 17 JULY 2013

- 6.1 Change of wording "Equity" in Financial Statements to "Replacement Reserve"

  Mr Spencer advised that the change had been effected.
- 6.2.1 Obtain original building plans from the Developer to ascertain the position of Units 15, 16 and 17 on the flood line

Mr Spencer reported that the plans were not available from either the Developer or from the Town Planner. The Town Planning department had recently relocated to Carolina and these plans had been mislaid in the move. Mr Spencer further advised that the insurers had undertaken, in writing, that any damage incurred through flood damage would be covered entirely under the policy. The Developer had reiterated that the units were built within the legal flood lines. Mr Spencer confirmed that this undertaking would be obtained from any insurer appointed in the future.

6.2.2 Obtain revaluation for replacement values, whereafter the insured value on the replacement values schedule would be adjusted

Mr Spencer advised that a revaluation as well as adjustments had been carried out.

- 6.3 Include forecast column in the levy budget June 2014

  Mr Spencer confirmed that this had been done.
- 6.4 Explore break-down of syndication units

Mr Spencer advised that in terms of the Use Agreement there was no obstruction to a break-down of the syndication units. The Board requested the Managing Agent to communicate the approval and procedure for the break-down of syndication units to all shareholders. The Board requested the Managing Agent to obtain a second opinion on this before the information was communicated to shareholders.

6.5 Signature of affiliation agreement with First Exchange Mr Haw confirmed that this had been attended to.

- 6.6 Queries raised and attended to
  - Servicing of units to be done twice daily
  - Unit 16 and Unit 23 non working and noisy items had been repaired
  - Plastic chairs are being kept out of the sun
  - A risk assessment/strategic plan would be considered by the Board at an on-site meeting to be conducted in the first week of March 2014.

## 7. PRESENTATION OF CHAIRMAN'S REPORT

It was unanimously agreed that the Chairman's report, having been circulated, be taken as read.

The Chairman reported that one of the challenges faced by the Board was the management of the central facilities. The Chairman advised that at the recent Landowners Annual General Meeting, there was acknowledgement from the Board and members that those facilities, while run by the Share Block, still need to be for the benefit of the overall resort. There was a willingness from the landowners to collect and to contribute to the costs of the maintenance and repairs equally on a right of use basis rather than a paid basis. The landowners approved that the Share Block should compile a budget for the improved management of the central complex. A new Board had been appointed at the Landowners Annual General

Meeting which included two Share Block Board members, Mr R Lubbe and Mr W Haw. This was perceived as a positive development towards the overall interest of Doornkop as a successful resort.

Mr Haw mentioned the progress achieved in Unit 15 being the pilot unit in the refurbishment project and stated that the improvement of the resort would ensure that members were not lost and that the resort was kept at an acceptable standard.

Mr Haw stated that the Landowners special levy had been included in the 2013 financials and the purpose of the special levy was for the overall improvement of the resort. Ms Wright queried the reason for the raising of the special levy and how the levy had been spent. The Chairman stated that no action plan had been received from the Landowners at the last meeting and Mr A Westley stated that the major part of the levy had not been expended. Mr Westley advised that the special levy had been earmarked for roads and fences and that the balance of levies raised had been ring-fenced in a call account. Mr Haw stated that those items expensed from the landowners special levy which had failed as an enterprise would be sold and monies recovered would go back into the special levy fund. These enterprises included the purchase of a coffeemaking machine and tents.

8. PRESENTATION OF AUDITED ANNUAL FINANCIAL STATEMENTS, TOGETHER WITH THE DIRECTORS' REPORT, THE AUDITORS REPORT AND THE AUDIT COMMITTEE REPORT, IN RESPECT OF THE YEAR ENDED 30 JUNE 2013

## **Ordinary Resolution No. 2**

## Resolved that:

The Audited Financial Statements, together with the reports of the Directors, Auditors and Audit Committee, in respect of the year ended 30 June 2013 be, and are hereby, accepted.

Mr Kirsten highlighted the following:

- The statement of financial position reflected levies receivable as R117,227. Cash and cash equivalents had increased to R939,752. The reserves of R854,713 would be utilised largely to fund the refurbishment project;
- The levy statement and statement of comprehensive income reflected a levy increase of 18% this
  raised after two years of no levy increase. An increase in administration costs from R792,164 to
  R824,124 was noted which included the Landowners special levy of R149,500.
- On-site expenses increased by 9%;
- Property expenses reduced by 3%;
- Staff costs reduced from R1,051,431 to R1,036,613.
- Overall expenditure year on year was up by 1% and yielded a surplus of R409,086.

### 9. APPROVAL OF AUDITOR'S REMUNERATION

## **Ordinary Resolution No. 3**

Resolved that:

Payment of the Auditor's remuneration be approved.

## APPOINTMENT OF AUDITORS FOR THE FINANCIAL YEAR ENDING 30 JUNE 2014

#### Ordinary Resolution No. 4

Resolved that:

Messrs Harel Davidson Incorporated be appointed to serve as the Auditors of the Company for the financial year ending 30 June 2014.

## 10. PRESENTATION AND ACCEPTANCE OF INSURANCE VALUES, SUBJECT TO ANY AMENDMENT

**Ordinary Resolution No 5** 

## Resolved that:

The Schedule of Insurance Values be accepted without amendment.

## 11. DETERMINE THE NUMBER OF DIRECTORS FOR THE ENSUING YEAR

It was unanimously RESOLVED that seven (7) Directors be elected to serve on the Board of Directors of the Company.

## 12.1 ELECTION OF DIRECTORS (Rotational Board with longest serving ½ retiring but eligible for re-election and any nominations received)

Mr Fourie and Mr Lubbe retire by rotation but are available for re-election and a nomination was received for Ms C A Wright.

## **Ordinary Resolution No. 5**

## **Resolved that:**

The election of Messrs L Fourie, W Haw, P S Kirsten, H R Lubbe, E Bootha, A Westley and Ms C A Wright as Directors of the Company be passed on a single resolution.

## Further Resolved that:

Messrs L Fourie, W Haw, P S Kirsten, H R Lubbe, E Bootha, A Westley and Ms C A Wright be, and are hereby, elected as Directors of the Company and shall serve as such upon delivery to the Company of their consent in writing to do so.

## 12.2 APPROVAL OF DIRECTORS' REMUNERATION (In terms of Section 66(9) of the Companies Act, the remuneration of the Directors must be approved by a Special Resolution of Members)

## Special Resolution No. 1

## Resolved that:

The fees paid to the Directors in respect of services rendered for the year ended 30 June 2013 are approved.

## <u>Further resolved:</u>

Unanimously that for the ensuing financial year ending 30 June 2014, Directors would be remunerated R1000,00 per meeting, and not limited to share block meetings in the case of the Landowners Board members who represent the Share Block, in addition to travel costs incurred.

## 13. APPOINTMENT OF AUDIT COMMITTEE (3 Directors of the Company)

## Ordinary Resolution No. 6

### Resolved that:

Messrs P Kirsten, W Haw and R Lubbe be, and are hereby, elected as Members of the Company's Audit Committee for the ensuing year.

## 14. GENERAL

## 14.1 Social and Ethics Committee

Mr Spencer advised that a committee was not required as per the requirements of the new Companies Act, 2008, as the company did not reach a Public Interest Score of 500. Nevertheless, in the interests of corporate governance, the Managing Agent would adopt the terms of reference of the Social and Ethics Committee. The meeting was in agreement with this arrangement.

## 14.2 Refurbishment

Mr Spencer presented a booklet of "before and after" photographs of the refurbishment programme. Samples of the upholstery fabric and curtaining were displayed on a table set up in the meeting room and were presented by Mr Spencer and the sub-committee. Mr Spencer confirmed that funds were available for the programme. The meeting approved the suggested refurbishment.

14.3 Queries raised

08

- Bathrooms there was a request for coat hooks and showers in the bathrooms. Mr Spencer advised that future refurbishment would include a makeover of bathrooms;
- Gas the Managing Agent was requested to investigate the feasibility of gas installation;
- Functions held at central complex it was requested that visitors be informed in advance of scheduled entertainment to be held at the central complex prior to check-in;
- Cancellation of C class shares Mr Spencer advised that this would be shown on the forthcoming year's financials;
- Current tax payable as reflected in financial statements for the year ended 30 June 2013 Mr
   Spencer confirmed that he would forward this breakdown to Mr Crocker;
- Mr Payne mentioned the boma at Unit 12 which had washed away. Mr Spencer advised that he
  would investigate the matter. Mr Payne also requested that facilities be "wheelchair friendly";
- Overhead cover for braai area on stoep Mr Spencer advised that he would investigate the building regulations and cost of installing roofing.

There being no further business, the Chairman thanked everyone for their attendance, thanked the Board for the
hard work and the input of the Managing Agent and closed the meeting.

Read and confirmed this	 day of	
CHAIR		



### DOORNKOP FISH AND WILDLIFE RESERVE

SHARE BLOCK LIMITED

(Reg. No: 2000/028048/06)

31 October 2014

## DIRECTORS REPORT TO THE ANNUAL GENERAL MEETING OF SHAREHOLDERS TO BE HELD ON 27 NOVEMBER 2014

#### Introduction

The Board takes pleasure in presenting a comprehensive report to Shareholders for the financial year 1 July 2013 to 30 June 2014.

The Share Block is at present preparing for the upcoming AGM, at which the audited financial statements for the year ending 30 June 2014 will be presented. We will also present a budget for the year ending June 2015 - and this in itself is a major challenge, considering all the new developments that need to take place despite the current socio-economic dimate facing all of us.

We welcome suggestions on how to improve in these areas and at the same time take the opportunity to discuss past events, planned activities and other topical aspects.

## Purpose and objectives of the company

The main purpose and object of the Company is to operate a Share Block scheme in respect of the buildings in accordance with the Share Block Act and the Timesharing Act, entitling a Member to use specified parts of the buildings in accordance with the Use Agreement entered into between the Member and the Company.

#### Structure of the Company

In terms of a Use Agreement between the Share Block and its shareholders, the Share Block entitles the holder to exclusive occupation of a specific week or weeks in a designated unit, and use of the communal land and facilities during that time.

The Share Block operates a levy fund, to which the shareholders contribute. The Board determines the contributions annually in advance. The funds are applied in the running of the Share Block, and to an annual surplus which accrues to reserves, for doing refurbishment and replacements over time.

The Share Block contracts a Managing Agency to supply all the operational services and human resources required to run the Share Block. The performance of this contract in future will be reviewed annually by the Share Block directors. The Managing Agency contract is presently held by First Resorts (Pty) Ltd.

## **Board of Directors**

The current Directors of the Share Block are set out in the Annual Financial Statements. We were sorry to lose the services of director Carol Wright in July 2014, due to work commitments. Directors meetings were held on 11 October 2013, 12 February 2014, 14 March 2014 and 29 May 2014.

At every meeting, the Board considers the core items of policy, strategy, financial management, governance, risk, refurbishment, insurance and levy collection, thereby also ensuring compliance with the Companies Act and the Share Block's Memorandum of Incorporation. The Board also directs and obtains reports from the Managing Agent on ongoing matters of importance to the operations and strategy of the Share Block.

## Financial overview for the financial year ended 30 June 2014

Levy income was on budget, and increased by 9% in comparison with 2013. Recoveries for services rendered to other parties were more than double the budgeted amount, and also well ahead of the previous year. This

includes the fee for managing the 6 Dream Vacation units, which was not budgeted for. We incurred a trading loss on the horse rides, but this was budgeted for, and the actual loss was in fact half of the budgeted amount. Our overall deficit of R5,049.00 compares favourably with the budgeted loss of R72,827.00. Other Income was in line with last year, and well ahead of budget. The combined effect of the above resulted in Total Income exceeding budget by 5% or R164,225,00 and last year by 9%, or R285,664.00.

Administration Costs exceeded budget by 21%, or R169,799.00, mainly as a result of Bad Debt Written Off (not budgeted for) of R156,614.00. If the Bad Debt is excluded, Administration Costs would have been R807,180,00 - over budget by 1.7%, and 7.8% more than last year. Managing Agent Travel at R61,506.00 represented the single biggest over-budget item. The directors requested a breakdown of this item, reviewed it, and are satisfied that the expenditure is valid.

On Site Expenses was over budget by 26%, and 44% higher than the previous year. The main over-budget expenditure items were:

- Housekeeping and Laundry: Included in this total is the purchase of soaps/shampoos and body lotions which were put in the units. There were minimal costs for these items in 2013. In addition, the general cost of cleaning material increased.
- Motor Vehicle Expenses: Additional travel was required as part of the refurbishment process. The small bakkie was replaced with a bigger vehicle, and increased fuel prices contributed to the overspend.
- <u>Telephone and Fax Expense</u>: The Telkom account was previously paid by the LOA. This changed in the current
  year, and the company picked a far bigger portion of this. We also installed a VOX telecommunication system,
  which will ensure that we are not dependent on Telkom, and will help to reduce call costs.

Property Expenses was over budget by 7%, and increased by 29% over the previous year. The main over-budget expenditure items were:

- Water: Water charges are based on consumption. During the last financial year the SHB started to pay for the water consumption for the staff quarters, managers' houses, laundry and club house. This was previously not billed and at the time the budget was prepared, the SHB was not aware that we would need to cover these costs
- Repairs & Maintenance: With the Refurbishment project having been done during the year, if smaller items were needed to complete this project, they would have been allocated to Repairs & Maintenance.

Staffing Expenses was over budget by 12%, and increased by 7% over the previous year. The main over-budget expenditure items were:

- <u>Salaries and Wages</u>: We budgeted for 8 Housekeeping and Laundry staff but had 13 actual staff. We also
  budgeted for 3 maintenance staff, but a ctually had 5 staff members during the year. We took on some
  staff from the LOA when we assumed responsibility for servicing the 6 Dream Vacations units for a
  monthly fee. Workmen's Compensation was not budgeted for in error.
- <u>Salary Fee</u>: This is a fee charged from First Resort's Payroll department to cover the salary/time spent
  processing the Doornkop payroll. It also includes the bi-annual EMP501 submissions and producing of IRP5's
  annually, and was not budgeted for.
- <u>Staff Expenses</u>: Awaiting additional detail from First Resorts

Total Expenditure was over budget by 8.6%, if the effect of Bad Debt is ignored. This over-expenditure of R256,756.00 (excluding Bad Debt) was partly offset by the additional income of R164,225.00 but the net effect was still a lower than budgeted Levy Surplus (before Refurbishment Expenditure and Replacements) of R220,182.00 versus a budgeted surplus of R477,327.

A total of R1,139,143.00 was spent on the refurbishment of our 13 units. This compares well with the budgeted figure of R1,112,690.00 The refurbishment project did temporarily drain our cash resources, and we ended the year with R127,525.00 cash on hand.

## **Audits, Governance and Risk**

First Resorts ensured checks and balances and the auditing process ensures and confirms sound business practices in line with statutory compliance, good governance and risk factors. Financial auditors undertake a comprehensive audit annually and provide an Independent Audit Report as presented at this AGM.

An in-depth review of the Management Agreement with First Resorts was concluded by the Board and the contract was renewed for a period of 3 years. A performance-based measurement system will suffice as to the agreement going forward.

For the first time a proper risk assessment has been done addressing areas of concern for Share Block and Land Owners. The risk register below is a work in progress and will be communicated to the Landowners Association to address their areas of responsibilities affecting the Share Block.

Risk Register

	Identification	Assessmer	nt		
Risk No	impact actificati		Impact Rating	Probability Rating	Priority
1	Noncompliance with Occupational Health and Safety Standards in Staff Compound.	alth and Safety Compound.  and staff - Negative impact on staff morale;		М	VH
2	Management and staff situation at Doornkop.			Н	VH
3	Deterioration of Central Complex.	Negative Impact on visitors. Safety risk in future if allowed to continue.	Н	М	н
4	Flood risk to certain units	Damage to property and structures due to floods.	н	М	н
5	Weak LOA financial position can result in LOA calling a special levy impacting SHB.			Н	VH
6	Fire risk at some units due to chimney cowls not installed.	Structure damage should thatched roof catch fire due to cowls not in place.	Н	L	M
7	Security contract cancelled.			М	Н
8	Cash risk with current transfer period to bank that is in place.	Risk involved with taking too long to move cash to bank that is on hand.	М	L	M
9	SHB rates and taxes	Rates and taxes that SHB must pay can impact SHB financial status.	Н	М	н
10	Official communication not coming through correct channels.	Communication not coming though correct channels results in important action items being missed / not attended to.	Н	н	VH
11	Non-payment of levies / abandonment of units.	<ul> <li>Negative impact of SHB financials and budget;</li> <li>Negative impact on fellow syndication members.</li> </ul>	н	L	M

## **Managing Agent and Operations**

The past year saw the appointment of the current Resort General Manager, namely Antoinette Hardy, who has been trying her best to maintain and steer the "ship" in the right direction and to remain on course under current trying times. Thanks for all you have done so far.

The departure of Tim Spencer as Regional Manager saw the position filled by Miguel Ribeiro, who has extensive knowledge of the hospitality Industry. Looking forward to increased service levels, fantastic guest experiences and great lifestyle experiences for owners!

The supervisory staff and worker complement has been stable with minimal turnover in the past year 2014 has been a challenging year in terms of operations; however some good progress around the reports by Management has been made enabling a clearer understanding of the situation.

With the main objective being to regain the Gold Crown status awarded by RCI, the Board has been forced to take a more hands-on approach and regular meetings with Doornkop staff and inspections of the units by Directors, during their holidays, were implemented during the year.

Unfortunately even with this clear objective and additional budget allocated the scores have not gone back to the levels that the Board has targeted. With this in mind the appointment of an Entertainment Manager and a new Resort General Manager was approved by the Board as we continue to build on the improvement plan started this year.

The following specific operational areas of Doornkop are being addressed by the Board:

#### Refurbishment and Maintenance

The Refurbishment was mostly concluded during the year and the focus will now be returned to the maintenance and upkeep of the units. A new process has been introduced to return the units to their previous high levels of maintenance. We encourage all SHB members and guests to please actively report any maintenance issues to the cleaning staff, or to Elias, or Reception.

A unit by unit inspection and maintenance schedule is being implemented and will be followed by monthly inspections in future and a weekly checklist to ensure that the units are at a much higher standard on your arrival.

The SHB has concluded the long-outstanding refurbishment activities as P hase 1. A 5-year rolling refurbishment plan has been put in place. A special word of thanks to the sub-committee that assisted in monitoring the refurbishment programme to the end.

## **Water Supply**

To counteract the variable water supply, the LOA purchased a new pump and pressure meters and went through the whole pipeline, replacing pipes where needed after identifying leakages. We hope that the water supply problems are now a thing of the past.

### Wildlife and Plants

Our game numbers have grown impressively and a game count was held in June. Naturally there are nocturnal animals like Jackals, Aardvark and Caracal that were not counted, but the numbers of game animals counted are listed below:

Blesbuck	105	Gemsbok	3	Mountain Reedbuck	39
Blue Wildebeest	96	Giraffe	2	Red Haartebeest	37
Bushbuck	8	Grey Duiker	11	Waterbuck	29
Common Reedbuck	7	Impala	69	Warthog	35
Eland	8	Kudu	46	Zebra	135

As can be seen, the number of animals is high, and a game capture was agreed to and held in September. In addition, feeding stations were created for the winter, when most indigenous trees have lost their leaves, specifically for browsers such as kudu. The fence has also been repaired at various areas of the farm.

It has come to the Board's attention that the Vervet monkeys are increasingly becoming a pest, raiding rubbish bins and even in some cases entering houses. This has been brought to the attention of the Farm Manager and LOA.

The control of invasive aliens like black wattle has been stepped up, as can be seen where trees have been cut down. The firewood that is sold at reception is from these invasive trees and we ask for your support in this regard. Purchasing a bag of firewood helps to pay for the removal of invading species.

Finally, a tree planting project to bring in a few hundred Ouhout trees has been approved. This takes advantage of the free saplings provided by a farm in the area and is the start of improving the tree cover on Doornkop.

#### Roads

The roads have been repaired over the winter and will hopefully be kept in better condition during this summer when the rains start again. Please report any damaged roads observed to Reception.

#### **Entertainment**

With the focus on improving the guest experience, several entertainment activities have been investigated. The first of these was the reintroduction of mountain bike rentals. In addition, the appointment of an Entertainment Manager has been approved by the Board. Maintenance of the entertainment area and existing activities will also need to be improved.

## Fishing and streams

Due to reports of slow fishing by some Share Block members, the Board, in discussions with LOA, arranged for the additional stocking of trout over the winter months. The weir and the canals carrying water to the dams have also been repaired, and dam levels and water flow have therefore been higher. Naturally, sufficient rain remains vital to this aspect of Doornkop. Thanks go to the Landowners Association for cleaning-up the dams and removal of grass in the dams which has made a big difference to the quality of the water and improved fishing. It is also envisaged to establish a fishing committee consisting of representatives from Share Block and Landowners to effectively manage fishing per se. In the past, this function was not well managed by the Landowners Association.

The 2013 financial year saw the start of the Share Block running central facilities at Doornkop, with the Landowners Association deciding to focus on running the "farm". Share Block is currently running the Central Complex which includes Reception, the guest kiosk / shop, staff shop, special functions, swimming pools, games room, wood sales, etc. We also run the laundry, housekeeping and repairs / maintenance. These facilities are also provided on a selective paid-for basis to other Landowners and notably also for the Dream Vacation units.

The Landowners Association, however, remains responsible for wildlife and fish management, removal of alien species (wattle), water reticulation, fence maintenance, roads and common property (including facilities such as the tented camp, picnic spots, hiking trails, dams and 4x4 track).

While we still have teething problems with this change, it is generally felt that Share Block is more in control of its own destiny and able to provide a better service to members and guests. This all adds to making Doornkop a destination of choice, and also protecting members' investments.

Our main challenge, however, remains how we get all users of the facilities to participate and contribute to these "resort facilities", while also establishing the appropriate control of these facilities. At present the Central Complex is still owned by Doornkop (Pty) Limited, and effectively controlled by the Landowners Association while they consider the acquisition thereof. A draft proposal to purchase the Central Complex from Doornkop (Pty) Limited is in an advanced stage of development to be tabled with interested stakeholders for possible realisation and execution.

## **Looking forward**

A few challenges will be facing Doornkop and the Timeshare Industry.

As Share Block we can no longer ignore the current socio-economic challenges facing us, never mind the Timeshare Industry world-wide, and we no longer operate in a vacuum. The Share Block will need to reposition itself differently within the Timeshare Industry and look for new or better ways of ensuring financial sustainability, improving shareholder value and increasing guest experiences. Also, the strategic management of Doornkop needs to be more centrally controlled by the Board.

The industry trend is that unless we can change Doornkop from the traditional timeshare model, we will face a steady decrease in levy collection and ownership. We are also seeing the Points / Holiday Clubs that took on the failing timeshare market and are looking at how to become more active in the Resorts. There is an increased interest in ownership at Doornkop from these types of clubs. With each passing year the realisation is that we need to take control of our own destiny. The time is now!

The acquisition of the Central Complex may come to fruition and the Share Block could be an influential and key role player with the Landowners Association in making this a financially viable and sustainable operation.

Communication with owners and keeping all interested persons or parties informed of happenings at Doornkop is unsatisfactory and the Board will need to make a concerted effort to improve on this.

To address all the above and many more challenges, the Share Block Board and Managing Agent are having a combined strategy session at Doornkop on 15 November 2014. The intent will be to understand the challenges facing the Share Block, define a Vision 20:20 and develop a strategic plan to fulfill the vision and, in doing so, making Doornkop "The resort destination of choice by creating memorable guest experiences in a natural, fish and wildlife reserve".

The final outcome of the strategy session will be communicated to owners and the Land Owners Association Board.

## Thanks and appreciation

I take this opportunity to thank the Board of Directors and First Resorts personnel including the subcommittee on refurbishment for their time, dedication, commitment and continuing support. We were faced with great challenges, discussions, disagreements and some frustrations but never lost our line of sight, being "to promote Doornkop as the destination of choice...".

## in closing...

A reminder to all owners to attend the AGM or, at the very least, forward their proxies, so that we can officially recognise a quorum and continue the meeting as proposed. Without this we will be forced to call another meeting and incur unnecessary costs.

It will also be most encouraging to have more owners' support on open items so that the Share Block can serve owner interest in a better way. In this regard, we encourage nominations to the Board and respective Board committees and any offers to assist in the management and running of the Share Block as this brings new ideas, expertise, skills and strength to the Share Block.

We believe that exciting and challenging times lie ahead and wish owners the best Life Style investment experiences at Doornkop. We also welcome new Share Block owners who joined us this year, and look forward to seeing you at the AGM.

On behalf of the Board.

Roy Lubbe -Chairman

Doornkop Fish and Wildlife Reserve Share Block Limited

These annual financial statements were internally prepared by:
J H Jordaan
Financial Director of First Resorts Management Proprietary Limited

Harel Davidson Incorporated Chartered Accountants (S.A.) Registered Auditors

## Index

The reports and statements set out below comprise the annual financial statements presented to the shareholders:

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Statement of Cash Flows	10
Accounting Policies	11 - 12
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The following supplementary information does not form part of the annual financial statements and is $\iota$	ınaudited:
Detailed Levy Statement	17

Level of assurance: Audit

(Registration number 2000/028048/06)

Annual Financial Statements for the year ended 30 June 2014

## Certificate by Company Secretary

In our opinion as company secretary, we hereby confirm, in terms of the Companies Act No. 71 of 2008, that for the year ended 30 June 2014, the company has lodged with the Companies and Intellectual Property Commission all such returns as are required of a public company in terms of the Act and that all such returns are true, correct and up to date.

J Jordaan

On behalf of First Resort Management Proprietary Limited

## Audit Committee Report For the year ended 30 June 2014

The following board members constituted an audit committee as required in terms of the Companies Act No. 71 of 2008. The committee was charged with the duties as set out in the Act. The members of the audit committee comprise:

- P Kirsten
- R Lubbe
- W Haw

Chairman and independent non-executive director

Independent non-executive director

Independent non-executive director

The external auditors, in their capacity as auditors to the company, attend the annual audit committee meeting. Members of the committee have at all times acted in an independent manner.

The committee has discharged its functions and attended inter alia to the following matters --

- Reviewed the year-end financial statements, culminating in a recommendation to your Board of Directors;
- Reviewed the external audit reports on the annual financial statements;
- Evaluated the effectiveness of financial risk management, controls and the governance process;
- Approved the engagement terms and audit fees of the external auditors; and
- Determined the nature and extent of allowable non-audit services and approved the contract terms for the provisions of non-audit services by the external auditors.

The committee reviewed a report by the external auditors, and after conducting its own review, confirmed the independence of the external auditors.

Chairman

(Registration number 2000/028048/06)
Annual Financial Statements for the year ended 30 June 2014

## **Directors' Responsibilities and Approval**

The directors are required by the Companies Act No. 71 of 2008, to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements fairly present the state of affairs of the company as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with the International Financial Reporting Standard for Small and Medium-sized Entities. The external auditors are engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The directors acknowledge that they are ultimately responsible for the system of internal financial control established by the company and place considerable importance on maintaining a strong control environment. To enable the directors to meet these responsibilities, the board of directors sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the company and all employees are required to maintain the highest ethical standards in ensuring the company's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the company is on identifying, assessing, managing and monitoring all known forms of risk across the company. While operating risk cannot be fully eliminated, the company endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The directors are of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The directors are satisfied that the company has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently reviewing and reporting on the company's annual financial statements. The annual financial statements have been examined by the company's external auditors and their report is presented on pages 4 to 5.

The annual financial statements and supplementary information set out on pages 6 to 17, which have been prepared on the going concern basis, were approved by the board of directors and are signed on its behalf by:



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## **INDEPENDENT AUDITORS' REPORT**

## To the shareholders of Doornkop Fish and Wildlife Reserve Share Block Limited

We have audited the financial statements of Doornkop Fish and Wildlife Reserve Share Block Limited, which comprise the statement of financial position as at 30 June 2014, the levy statement, the statement of changes in equity and statement of cash flows for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

#### **Directors' Responsibility for the Financial Statements**

The company's directors are responsible for the preparation and fair presentation of these financial statements in accordance with the International Financial Reporting Standard for Small and Medium-Sized Entities, and in the manner required by the Companies Act No. 71 of 2008. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Page 4



## **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of Doornkop Fish and Wildlife Reserve Share Block Limited as at 30 June 2014, and its financial performance and its cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities, and in the manner required by the Companies Act No.71 of 2008.

## Other reports required by the Companies Act

We have read the Directors' Report set out on page 3 for the purpose of identifying whether there are material inconsistencies between these reports and the audited annual financial statements. This report is the responsibility of the respective preparer.

#### **Supplementary Information**

We draw your attention to the fact that supplementary information set out on page 18 does not form part of the financial statements and is presented as additional information. We have not audited this information and accordingly do not express an opinion thereon.

Harel Davidson Incorporated

Have Deviden Inc

M. T. D. Harel 03 November 2014

(Registration number 2000/028048/06)

Annual Financial Statements for the year ended 30 June 2014

## **Directors' Report**

The directors submit their report for the year ended 30 June 2014.

## 1. Review of activities

## Main business and operations

The company is registered as a share block company and owns immovable property in Carolina District and operates principally in South Africa.

The operating results and state of affairs of the company are fully set out in the attached annual financial statements and do not in our opinion require any further comment.

#### 2. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

#### 3. Events after the reporting period

The directors are not aware of any material matter or circumstance arising since the end of the financial year that requires disclosure in these annual financial statements.

#### 4. Authorised and issued share capital

There were no changes in the authorised or issued share capital of the company during the year under review.

#### 5. Dividends

No dividends were declared or paid to shareholders during the year (2013:RNil).

## 6. Directors

The directors of the company during the year and to the date of this report are as follows:

Name Changes

W R Haw Re-appointed 17 July 2013 L Fourie Re-appointed 04 February

2014

P Kirsten Re-appointed 17 July 2013 R Lubbe Re-appointed 04 February

A Westley Appointed 17 July 2013
E Bootha Appointed 17 July 2013

E Bootha Appointed 17 July 2013 C A Wright Resigned 04 July 2014

## 7. Secretary

The secretary of the company is First Resorts Management Proprietary Limited of:

Business address 1 Crompton Street

Pinetown 3610

Postal address PO Box 1287

Pinetown 3600

## **Statement of Financial Position**

Assets  Non-Current Assets Net financial asset  Current Assets Inventories Other receivables Levies receivable Cash and cash equivalents  4  Total Assets  Equity and Liabilities	2014	2013
Net financial asset 2  Current Assets Inventories 3 Other receivables Levies receivable Cash and cash equivalents 4  Total Assets		<del>u</del>
Current Assets Inventories 3 Other receivables Levies receivable Cash and cash equivalents 4  Total Assets		
Inventories 3 Other receivables Levies receivable Cash and cash equivalents 4  Total Assets	676	1 248
Other receivables Levies receivable Cash and cash equivalents  4  Total Assets		
Levies receivable Cash and cash equivalents 4  Total Assets	51 311	45 766
Cash and cash equivalents 4  Total Assets	126 310	523 325
Total Assets	461 659	117 227
	127 525	939 752
	766 805	1 626 070
Equity and Liabilities	767 481	1 627 318
	***	
Equity		
Share capital 5	676	1 248
Reserves	(64 248)	854 713
	(63 572)	855 961
Liabilities		
Current Liabilities		
Current tax payable	68 340	68 340
Other payables	533 561	444 387
Levies received in advance	229 152	258 630
<del>-</del>	831 053	771 357
Total Equity and Liabilities	767 481	1 627 318

## **Levy statement**

Figures in Rand	Note(s)	2014	2013
Levies raised	6	3 353 350	3 047 139
Other income		(5 049)	17 054
Expenditure		(3 148 773)	(2 688 724)
Refurbishment and replacement expenditure	7	(1 139 143)	(84 347)
Levy (deficit)/surplus before interest and taxation	8	(939 615)	291 122
Interest received		37 440	35 884
Interest paid		(16 786)	(2 268)
Levy (deficit)/surplus before taxation		(918 961)	324 738
Taxation	9	335	-
Levy (deficit)/surplus for the year		(918 961)	324 738

## Statement of Changes in Equity

Figures in Rand	Share capital	Reserves	Total equity
Balance at 01 July 2012	1 248	529 975	531 223
Levy surplus for the year		324 738	324 738
Balance at 01 July 2013	1 248	854 713	855 961
Levy deficit for the year	-	(918 961)	(918 961)
Cancellation of C class shares	(572)	-	(572)
Balance at 30 June 2014	676	(64 248)	(63 572)
Note	5		

## **Statement of Cash Flows**

Figures in Rand	Note(s)	2014	2013
Cash flows from operating activities			
Cash (used in)/generated from operations	11	(832 881)	347 129
Interest received Interest paid		37 440 (16 786)	35 884
Net cash (utilised in)/generated from operating activities		(812 227)	(2 268) 380 745
Cash flows from investing activities			
Movement in Net financial asset		572	
Cash flows from financing activities			
Cancellation of C class shares	5	(572)	
Total cash movement for the year		(812 227)	380 745
Cash at the beginning of the year		939 752	559 007
Total cash at end of the year	4	127 525	939 752

(Registration number 2000/028048/06)
Annual Financial Statements for the year ended 30 June 2014

## **Accounting Policies**

#### 1. Presentation of Annual Financial Statements

The annual financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities, and the Companies Act No. 71 of 2008. The annual financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented in South African Rand.

These accounting policies are consistent with the previous period.

#### 1.1 Significant judgements and sources of estimation uncertainty

In preparing the annual financial statements, management is required to make judgements, estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results in the future could differ from these estimates which may be material to the annual financial statements.

#### **Taxation**

Judgement is required in determining the provision for income taxes due to the complexity of legislation. There are many transactions and calculations for which the ultimate tax determination is uncertain during the ordinary course of business. The company recognises liabilities for anticipated tax audit issues based on estimates of whether additional taxes will be due. Where the final tax outcome of these matters is different from the amounts that were initially recorded, such differences will impact the income tax and deferred tax provisions in the period in which such determination is made.

#### 1.2 Financial instruments

#### Initial recognition

Financial instruments are initially measured at the transaction price. This includes transaction costs, except for financial instruments which are measured at fair value through surplus or deficit.

#### Other receivables

Other receivables are initially measured at fair value, and are subsequently measured at amortised costs using the effective interest rate method. Appropriate allowances for estimated irrecoverable amounts are recognised in surplus or deficit when there is objective evidence that the asset is impaired.

## Other payables

Other payables are initially measured at fair value, and are subsequently measured at amortised cost, using the effective interest rate method,

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and balances with the banks. These are initially and subsequently measured at fair value. Financial instruments are initially measured at the transaction price. This includes transaction costs, except for financial instruments which are measured at fair value through surplus or deficit.

#### 1.3 Tax

#### **Current tax assets and liabilities**

Current tax for current and prior periods is, to the extent unpaid, recognised as a liability. If the amount already paid in respect of current and prior periods exceeds the amount due for those periods, the excess is recognised as an asset.

Current tax liabilities/(assets) for the current and prior periods are measured at the amount expected to be paid to/(recovered from) the tax authorities, using the tax rates (and tax laws) that have been enacted or substantively enacted by the reporting date.

(Registration number 2000/028048/06)
Annual Financial Statements for the year ended 30 June 2014

## **Accounting Policies**

## 1.3 Tax (continued)

#### Tax expenses

Tax expense is recognised in the same component of total comprehensive income (i.e. continuing operations, discontinued operations, or other comprehensive income) or equity as the transaction or other event that resulted in the tax expense.

#### 1.4 Inventories

Inventories are measured at the lower of cost and selling price less costs to complete and sell, on the first-in, first-out (FIFO) basis.

#### 1.5 Employee benefits

## Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the abscence occurs.

#### 1.6 Revenue

Revenue comprised levies receivable from shareholders, sundry income and interest received. Shareholders are obliged by way of an agreement, to contribute funds in proportion to shareholding, to enable the company to meet its expenditure.

Interest is recognised, in surplus or deficit, using the effective interest rate method.

## 1.7 Reserves and refurbishment expenditure

Normal maintenance expenditure and refurbishment expenditure is written off against the levy operating statement.

(Registration number 2000/028048/06)
Annual Financial Statements for the year ended 30 June 2014

## **Notes to the Annual Financial Statements**

Figures in Rand	2014	2013
2. Net financial asset		
Right of use of property vested in shareholders Loans from shareholders Transfer from replacement reserve Cancellation of C class shares	5 909 768 (5 746 772) (161 748) (572)	5 909 768 (5 746 772) (161 748)
	676	1 248

The loans from shareholders together with the share capital represent the shareholders' investment in the company, which investment in conjunction with a use agreement, gives right to accommodation in the building. The right of use vested in the shareholders has been offset against the loans from shareholders. The net financial asset arises from the assignment of the right of use of the property owned by the company to the shareholders in excess of their loans.

Land and buildings were originally purchased for R4,142,135 and are not recognised because although the company has legal tiltle to the property it effectively only owns the bare dominium over the property which is considered to be of no value. The property is insured for R18,394,016. There are no bonds on the property.

The land and buildings are described as Farm No. 420JT, portion numbers 11, 12, 15, 17, 18, 19, 23, 24, 25 and 28 in the area of Mpumalanga.

#### 3. Inventories

Staff shop Kiosk	51 311	9 430 36 336
	51 311	45 766
4. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Cash at bank Cash on call	116 668 10 857	522 591 417 161
	127 525	939 752
5. Share capital		
Authorised 208 "A" class Oridnary shares of R1 each 468 "B" class Oridnary shares of R1 each One C class share blocks of ordinary shares of R1 each	208 468 676	208 468 572 1 248
Issued 208 "A" class Oridnary shares of R1 each 468 "B" class Oridnary shares of R1 each Ordinary Type C	208 468 	208 468 572 <b>1 248</b>

The authorised and issued share capital of the company was reduced by the cancellation of the C class shares as per a Special Resolution passed on the 17 July 2013.

## **Notes to the Annual Financial Statements**

Figures in Rand	2014	2013
6. Levies raised		
Normal levies	3 201 649	2 937 635
Recoveries	151 701	109 504
	3 353 350	3 047 139
7. Refurbishment expenditure and replacements		
Appliances	25 468	31 528
Buildings	29 999	28 579
Cutlery and crockery	3 500	6 960
Equipment	1 575	17 280
Furnishings	3 118	
Linen	14 611	
Vehicles	225 260	-
Refurbishment project (unit upgrade) - Appliances Refurbishment project (unit upgrade) - Curtains and soft furnishing	135 680	
Refurbishment project (unit upgrade) - Electrical	396 183 40 877	
Refurbishment project (unit upgrade) - Linen	195 707	
Refurbishment project (unit upgrade) - Other	59 650	
Refurbishment project (unit upgrade) - Repairs and maintenance	7 515	
	1 139 143	84 347
B. Levy (deficit)/surplus before interest and taxation	-	
Levy (deficit)/surplus before interest and taxation for the year is state	d after accounting for the following:	
Management fees	202 884	184 440
Funeral benefits	24 254	19 520
9. Taxation		
A reconciliation of the taxation charge is not considered appropriat their non-levy income.	e as share block companies are liable for te	exation only or
No provision for taxation of levies has been made as the company Income Tax Act. Taxation is provided on non-levy income and in proportionate share of certain administrative expenses.	is exempt from taxation in terms of Section terest received in excess of R 50,000 after	10(1)(e) of the er deducting a
10. Auditors' remuneration		
Current year fees	29 500	24 000
Prior year under provision		7 000
	29 500	31 000

## **Notes to the Annual Financial Statements**

Figures in Rand	2014	2013
14 Cook (uppd in)/governed from an aution		_
11. Cash (used in)/generated from operations		
Levy (deficit)/surplus before taxation	(918 961)	324 738
Adjustments for:		
Interest received	(37 440)	(35 884
Interest paid	16 786	2 268
Changes in working capital:	/= = · · ·	
Inventories Other receivables	(5 545)	(45 766
Other receivables Levies receivable	397 015	164 775
Other payables	(344 432)	(51 722
Levies received in advance	89 174	(54 120
Ecolog received in advance	(29 478)	42 840
	<u>(832 881)</u>	347 129
12. Directors' remuneration		
2014		
	Attendance	Total
	fees	
W R Haw	9 700	9 700
L Fourie	6 300	6 300
P Kirsten	7 300	7 300
R Lubbe	8 500	8 500
A Westley	2 200	2 200
E Bootha	1 100	1 100
C A Wright	1 100	1 100
	36 200	36 200
2013		
	Attendance	Total
W R Haw	fees	
vv K naw L Fourie	4 000	4 000
L Foulle	1 000	1 000
	5 000	5 000
Attendance fees in respect of C A Wright were not paid to such dire	ector personally but was paid to the director's e	mployer.
3. Salaries and wages		
Salaries and wanes and staff mete	004.750	705.040

Salaries and wages and staff costs	901 759	795 043
Average number of employees	23	23

	2014 ACTUAL R	2014 BUDGET R	2014 VARIANCE R	2013 ACTUAL R
LEVIES RECEIVABLE Normal levies raised Recoveries	3 353 350 3 201 649 151 701	3 274 343 3 202 083 72 260	79 007 (434) 79 441	3 047 139 2 937 635 109 504
TRADING INCOME Kiosk Staff Shop Horse Rides	(5 049) 50 215 1 827 (57 091)	(72 827) 38 500 - (111 327)	67 778 11 715 1 827 54 236	17 054 19 067 3 752 (5 765)
OTHER INCOME Interest on Overdue Debtors Accounts Interest on Bank Account	37 440 21 446 15 994	20 000 5 000 15 000	17 440 16 446 994	35 884 14 533 21 351
TOTAL INCOME	3 385 741	3 221 516	164 225	3 100 077
ADMINISTRATION COSTS Advertising and Promotions Audit Fees Bank Charges Bad Debt Written Off	963 794 3 922 29 500 20 891 156 614	793 995 4 500 20 650 19 700	(169 799) 578 (8 850) (1 191) (156 614)	824 124 485 31 000 6 965 75 489
Computer Expenses Courier & Postage First Exchange Directors Attendance Fees Directors Meetings / conferences	23 947 11 382 16 731 36 200 14 967	36 877 4 000 16 900 27 000 9 300	12 930 (7 382) 169 (9 200) (5 667)	4 085 3 308 - 5 000
Managing Agent Travel Interest Paid Legal Fees Subscriptions LOA Normal Levy LOA Special Levy	61 506 16 786 9 158 4 444 557 746	30 000 5 000 12 000 15 369 592 699	(31 506) (11 786) 2 842 10 925 34 953	15 232 2 268 (684) 1 432 530 044 149 500
ON SITE EXPENSES Housekeeping & Laundry Wood Motor Vehicles Expenses Pest Control Printing & Stationery Central Complex & Facility Rental Telephone & Fax Expense TV Licence	454 115 122 043 17 435 84 904 8 876 33 983 110 965 75 470 440	359 248 107 886 24 336 70 000 6 261 24 800 110 965 15 000	(94 867) (14 157) 6 901 (14 904) (2 615) (9 183) (60 470) (440)	316 142 89 343 14 673 40 002 12 029 26 060 100 877 32 938 219
PROPERTY EXPENSES	425 896	396 446	(29 450)	329 671
Electricity Water Insurance Repairs and maintenance Refuse Removal	120 864 26 609 109 655 161 231 7 537	151 800 12 836 123 535 100 400 7 875	30 936 (13 773) 13 880 (60 831) 338	119 033 16 561 92 645 95 425 6 008
MANAGEMENT FEE	202 884	202 884	20	184 440
STAFFING Salaries and wages Casual Wage Salary Fee Salary Contribution to LOA Salary Recovery from LOA Staff Accomodation Rental Staff Expenses Uniforms	1 118 870 901 759 4 550 14 870 137 805 41 792 18 093	991 616 806 856 5 000 - - 137 805 15 250 26 705	(127 254) (94 903) 450 (14 870) - - (26 542) 8 612	1 036 613 795 043 2 558 - 115 927 (32 254) 125 277 2 067 27 995
TOTAL EXPENDITURE	3 165 559	2 744 189	(421 370)	2 690 991
LEVY SURPLUS BEFORE TAXATION TAXATION	220 182	477 327	(257 145)	409 086
LEVY SURPLUS FOR THE YEAR AFTER TAXATION REFURBISHMENT EXPENDITURE & REPLACEMENTS	220 182 1 139 143	477 327 1 112 690	(257 145) (26 453)	409 086 84 347
LEVY SURPLUS/(DEFICIT) FOR THE YEAR	(918 961)	(635 363)	(283 598)	324 738

## DOORNKOP FISH AND WILDLIFE RESERVE SHAREBLOCK INSURANCE COVER SCHEDULE

**INSURED: DOORNKOP FISH AND WILDLIFE RESERVE SHAREBLOCK** 

**BROKER: CURNOW GARRUN INSURANCE GROUP** 

INSURANCE POLICY NUMBER:		FIRST060/0005
INSURER		Curnow Garrun
		01/07/2014 -
		01/07/2015
CLASS		Sum Insured
BUILDINGS COMBINED		20,2 <b>33,</b> 418
Chalet No. 11	1,996,500	20,230,110
Chalet No. 12	1,437,480	
Chalet No. 15	1,237,830	
Chalet No. 16	998,250	
Chalet No. 17	1,653,102	
Chalet No. 18	998,250	
Chalet No. 19	966,306	
Chalet No. 23	998,250	
Chalet No. 24	966,306	
Chalet No. 25	998,250	
Chalet No. 27	966,306	
Chalet No. 28	1,597,200	
Chalet No. 31	1,237,830	
Thatch Contents 13 Chalets	4,181,558	
PUBLIC LIABIALITY		110,000,000
DIRECTORS LIABILITY		1,000,000
MCTOR		<b>270,</b> 700
2007 Nissan 1400 STD 5 speed DTX847MP	33,100	<b>,</b>
2013 Toyota Hilux 2.5D-4D	237,600	
SASRIA		<b>24,246,</b> 385
Premium Per MONTH		R 12,790.48

## RESORT: DOORNKOP FISH AND WILDLIFE RESERVE SHARE BLOCK LTD

**YEAR ENDING: JUNE 2015** 

Number of Units:

Staffing

LEVY SURPLUS / (DEFICIT) before:

REPLACEMENT RESERVE



1 373 926

289 832

24 602

991 616

477 327

219 350



1 118 870

220 182

-64 248

Number of Weeks:	676			
RCI RATING: GOLD CROWN	Schedule	BUDGET JUNE 2015	BUDGET JUNE 2014	ACTUAL JUNE 2014
LEVY INCOME - TIME SHARE & SYNDICATION UNITS & RECOVERIES SUNDRY INCOME & TRADING	A B	3 715 644 5 474	3 274 343 -52 828	3 353 350 32 391
TOTAL INCOME		3 721 118	3 221 515	3 385 741
EXPENDITURE		3 431 286	2 744 188	3 165 559
Administration On Site expenses Property expenses	C D E	881 571 460 074 496 600	793 995 359 248 396 446	963 794 454 115 425 896
Management fee	F	219 115	202 884	202 884

13

LESS: Taxation		0	0	0
LESS: Refurbishment expenses & 4 year replacement plan	Н	200 982	1 112 690	1 139 143
Transfer TO / (FROM) Refurbishment Reserve	H	88 850	(635 363)	(918 961)
LEVY SURPLUS / (DEFICIT) for the year		0	0	0

G

REPLACEMENT RESERVE:			
Opening reserves	-64 248	854 713	854 713
Transfer to/(from) reserves	88 850	-635 363	-918 961
Closing balance of reserves	24 602	219 350	-64 248

## RESORT: DOORNKOP FISH AND WILDLIFE RESERVE SHARE BLOCK LTD

**YEAR ENDING: JUNE 2015** 

34

SCHEDULE "A" - LEVY RAISED

Levies Raised - Jul 2013 to Jun 2014

Recoveries

SCHEDULE "B" - SUNDRY INCOME

Interest Earned Trading - Kiosk Trading - Horse riding

SCHEDULE "C" - ADMINISTRATION

Advertising & Signage

**Audit Fee Bad Debt** Bank charges **Computer Expenses** Courier & Postage First Exchange

DSTV

Directors Meetings / AGM Managing Agent - Travel

Interest Paid

Legal Fees Subscriptions

Levies payable to Land Owners Association Special Levy payable to Land Owners Association

SCHEDULE "D" - ON SITE EXPENSES

Housekeeping & Guest Services Wood Managers Cell Phone Motor Vehicle **Pest Control** 

**Printing & Stationery** 

Rental TV Licence Telephone & Fax





BUDGET	BUDGET	ACTUAL
JUNE 2015	JUNE 2014	JUNE 2014
		· · · · · ·
3 490 270	3 202 083	3 201 649
225 374	72 260	151 701
3 715 644	3 274 343	3 353 350
25 000	20 000	37 440
53 447	38 500	52 042
-72 973	-111 327	-57 091
5 474	-52 827	32 391
		l l
16 600	4 500	3 922
32 750	20 650	29 500
0	0	156 614
23 567	19 700	20 891
14 856	36 877	23 947
8 769	4 000	11 382
19 604	16 900	16 731
30 000	0	0
59 343	36 300	51 167
30 400	30 000	61 506
0	5 000	16 786
0	12 000	9 158
5 757	15 369	4 444
639 925	592 699	557 746
0	0	0
881 571	793 995	963 794
145 162	107 886	122 044
14 602	24 336	17 435
3 000	6 000	0
96 485	70 000	84 904
10 651	6 261	8 876
33 742	24 800	33 983
122 061	110 965	110 965
[	0	440
34 372	9 000	75 470
-/		
460 074	359 248	454 115
100 01		

## RESORT: DOORNKOP FISH AND WILDLIFE RESERVE SHARE BLOCK LTD

**YEAR ENDING: JUNE 2015** 





BUDGET	BUDGET	ACTUAL
JUNE 2015	JUNE 2014	JUNE 2014
157 931	164 636	147 473
120 324	123 535	109 655
209 384	100 400	161 230
8 961	7 875	7 537
496 600	396 446	425 896
219 115	202 884	202 884
219 115	202 884	202 884
1 170 915	811 857	921 180
151 585	137 805	137 805
22 050	15 250	41 792
29 376	26 705	18 093
1 373 926	991 616	1 118 870
200 982	1 112 690	1 139 143
88 850	-635 363	-918 961
289 832	477 327	220 182

SCHEDULE "E" - PROPERTY COSTS

Electricity & Water Insurance Repairs & Maintenance Refuse Removal

SCHEDULE "F" - MANAGEMENT FEE

Management Fee

SCHEDULE "G" - STAFFING
Salaries & Company Contributions
Staff Accommodation

Staff Expenses Uniforms

SCHEDULE "H" - RESERVES
Refurbishment Expenditure & 5 Year Replacement Plan
Transfer TO / (FROM) Refurbishment Reserve

## Doornkop Fish & Wildlife Reserve 2015 Timeshare Calendar

Week Num	Week Module	Start Date	End Date
1	C002	02/01/2015	09/01/2015
2	F003	09/01/2015	16/01/2015
3	F004	16/01/2015	23/01/2015
4	F005	23/01/2015	30/01/2015
5	F006	30/01/2015	06/02/2015
6	F007	06/02/2015	13/02/2015
7	F008	13/02/2015	20/02/2015
8	F009	20/02/2015	27/02/2015
9	F010	27/02/2015	06/03/2015
10	F011	06/03/2015	13/03/2015
11	F015	13/03/2015	20/03/2015
12	C012	20/03/2015	27/03/2015
13	C013	27/03/2015	03/04/2015
14	C014	03/04/2015	10/04/2015
15	F016	10/04/2015	17/04/2015
16	F017	17/04/2015	24/04/2015
17	F018	24/04/2015	01/05/2015
18	F019	01/05/2015	08/05/2015
19	F020	08/05/2015	15/05/2015
20	F021	15/05/2015	22/05/2015
21	F022	22/05/2015	29/05/2015
22	F023	29/05/2015	05/06/2015
23	F024	05/06/2015	12/06/2015
24	C025	12/06/2015	19/06/2015
25	F029	19/06/2015	26/06/2015
26	C026	26/06/2015	03/07/2015
27	C027	03/07/2015	10/07/2015
28	C028	10/07/2015	17/07/2015
29	F030	17/07/2015	24/07/2015
30	F031	24/07/2015	31/07/2015
31	F032	31/07/2015	07/08/2015
32	F033	07/08/2015	14/08/2015
33 34	F034	14/08/2015	21/08/2015
35	F035	21/08/2015	28/08/2015
36	F036	28/08/2015	04/09/2015
37	F037 F038	04/09/2015	11/09/2015
38	F040	11/09/2015	18/09/2015
39	F041	18/09/2015	25/09/2015
40	C039	25/09/2015	02/10/2015
41	F042	02/10/2015	09/10/2015
42	F042 F043	09/10/2015	16/10/2015
43	F043 F044	16/10/2015	23/10/2015
44	F045	23/10/2015	30/10/2015
45		30/10/2015	06/11/2015
46	F046 F047	06/11/2015	13/11/2015
47	F047 F048	13/11/2015	20/11/2015
48	F049	20/11/2015	27/11/2015
49		27/11/2015	04/12/2015
50	C050 C051	04/12/2015	11/12/2015
51	C051 C052	11/12/2015	18/12/2015
52	_	18/12/2015	25/12/2015
32	C001	25/12/2015	01/01/2016

## Doornkop Fish & Wildlife Reserve - 2015 Calendar Syndication Weeks

A			Н		
A1-1	12	20/03/2015-27/03/2015	H1-1	6	06/02/2015-13/02/2015
A1-2	24	12/06/2015-19/06/2015	H1-2	25	19/06/2015-26/06/2015
A1-3	37	11/09/2015-18/09/2015	H1-3	38	18/09/2015-25/09/2015
A1-4	51	18/12/2015-25/12/2015	H1-4	48	27/11/2015-04/12/2015

В			I		
B1-1	16	17/04/2015-24/04/2015	I1-1	7	13/02/2015-20/02/2015
B1-2	31	31/07/2015-07/08/2015	11-2	19	08/05/2015-15/05/2015
B1-3	42	16/10/2015-23/10/2015	I1-3	26	26/06/2015-03/07/2015
B1-4	52	25/12/2015-01/01/2015	I1-4	40	02/10/2015-09/10/2015

С					
C1-1	1	02/01/2015-09/01/2015	J1-1	8	20/02/2015-27/02/2015
C1-2	17	24/04/2015-01/05/2015	J1-2	20	15/05/2015-22/05/2015
C1-3	32	07/08/2015-14/08/2015	J1-3	27	03/07/2015-10/07/2015
C1-4	43	23/10/2015-31/10/2015	J1-4	41	09/10/2015-16/10/2015

D			K		
D1-1	2	09/01/2015-16/01/2015	K1-1	9	27/02/2015-06/03/2015
D1-2	18	01/05/2015-08/05/2015	K1-2	21	22/05/2015-29/05/2015
D1-3	33	14/08/2015-21/08/2015	K1-3	34	21/08/2015-28/08/2015
D1-4	44	30/10/2015-06/11/2015	K1-4	39	25/09/2015-02/10/2015

E			L		
E1-1	3	16/01/2015-23/01/2015	L1-1	10	06/03/2015-13/03/2015
E1-2	13	27/03/2015-03/04/2015	L1-2	22	29/05/2015-05/06/2015
E1-3	28	10/07/2015-17/07/2015	L1-3	35	28/08/2015-04/09/2015
E1-4	45	06/11/2015-13/11/2015	L1-4	49	04/12/2015-11/12/2015

F			M		
F1-1	4	23/10/2015-30/01/2015	M1-1	11	13/03/2015-20/03/2015
F1-2	14	03/04/2015-10/04/2015	M1-2	23	05/06/2015-12/06/2015
F1-3	29	17/07/2015-24/07/2015	M1-3	36	04/09/2015-11/09/2015
F1-4	46	13/11/2015-20/11/2015	M1-4	50	11/12/2015-18/12/2015

G		
G1-1	5	30/01/2015-06/02/2015
G1-2	15	10/04/2015-17/04/2015
G1-3	30	24/07/2015-31/07/2015
G1-4	47	20/11/2015-27/11/2015



## PO BOX 1287 PINETOWN 3600, 1 CROMPTON STREET PINETOWN 3610 TEL 031 7177593 FAX 7091680

## **CREDIT CARD FACILITY**

RESORT	
UNIT & WEEK	
CONTACT TELEPHONE NUMBER	
CARD HOLDER'S INITIALS & SURNAME	
CARD HOLDER'S ID NUMBER	
TYPE OF CARD (VISA, MASTER, etc)	
CARD NUMBER	
EXPIRY DATE	
AMOUNT	
DATE YOU WISH YOUR CARD TO BE DEBITED	
CLIENTS LIVING OUTSIDE SOUTH AFRICA - CREDIT O	CARD FACILITY ON STRAIGHT ONLY
CVC Number  Last 3 digits at the back of card	
BUDGET (months) 6 12 24 36 48	
CARD HOLDER SIGNATURE	DATE



P.O Box 1287 Pinetown 3600, 1 Crompton Street Pinetown 3610 Tel: +27 31 717 7593 Fax: +27 31 709 1680 Email Address: info@firstresorts.co.za

RESORT:	UNIT:	WEEK:	
Surname:		Gender: M F	
	Province:		
	Email Address: (self)		
Tel:(Home)	Tel:(Work)		
	Tel:(Cell 2)		
Preferred Language:	Marital Status	:	
SIGNATURE		DATE	

## DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED

(Registration No.: 2000/028048/06)

## NOMINATION FORM FOR DIRECTORSHIP

I/We the undersigned				
the owner/s of module				
in Unit Company, hereby nominate Company at the Annual Ger 27 NOVEMBER 2014 and the	duly a e the followineral Meeting	authorise ng perso ; of the Co	d hereto as a member of the ns for election as Directors ompany to be held on	e above of the
NAMES OF PROPOSED DIRECTOR	RS	SIGNA	TURES OF PROPOSED DIRECTORS	}
				<del></del>
Current Directors are:		L. Fou W. Ha P.S. Ki H.R. L E. Boo	w irsten ubbe otha	
Signed at	this	A. We	•	_2014
MEMBER'S SIGNATURE				
DOMICILIUM DOORNKOP FISH & WILDLIFE RES c/o FIRST RESORTS & HOTEL MAN 1 CROMPTON STREET PINETOWN 3610			POSTAL ADDRESS P.O.BOX 1287 PINETOWN 3600 Fax: 086 4333 238 email: liezls@firstresorts.co.za	

Nomination Forms should be completed and returned to First Resorts and Hotel Management (Pty) Ltd, P O Box 1287, Pinetown, 3600 so as to arrive no later than 48 (FORTY EIGHT) hours before the meeting.

email: liezls@firstresorts.co.za

Fax to: 086 4333 238 and/or email to liezls@firstresorts.co.za will also be acceptable.

## **DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LMITED**

(Registration No.: 2000/028048/06)

## **FORM OF PROXY**

A member entitled to attend and vote at the meeting is entitled to appoint a proxy of his own choice to attend, speak and vote in his stead. A proxy need not be a member of the company.

	(Name in block capitals)			
nit No.:	Week No.: being a shareho	older/s of DC	ORNKOP FIS	Н &
	SERVE SHARE BLOCK LIMITED and entitled to			
	(ID: No:	···	·	)
: <del></del>	or failing him :			
	(ID: No:			)
enait at tr	ne annual general meeting to be held on 27 NOVE follows:  (Indicate directions to proxy by way of a cross (X) in the subset of the control of	space provided	above.)	adjournm
AGENDA	Offices outer wise mandered, the proxy may vote	FOR	AGAINST	ABSTA
ITEM				
6.	To accept the minutes of the Annual General Meeting held on 4 February 2014			
9.	To accept the Annual Financial Statements in respect of the year ended 30 June 2014			
9.	· ·			
	respect of the year ended 30 June 2014  To approve the auditors' remuneration for the			
10.	respect of the year ended 30 June 2014  To approve the auditors' remuneration for the year ended June 2014  To appoint auditors for the year ending June 2015			
10.	respect of the year ended 30 June 2014  To approve the auditors' remuneration for the year ended June 2014  To appoint auditors for the year ending June 2015 (on recommendation of the current Audit Committee)			
10. 11. 12.	respect of the year ended 30 June 2014  To approve the auditors' remuneration for the year ended June 2014  To appoint auditors for the year ending June 2015 (on recommendation of the current Audit Committee)  Determine number of Directors  To elect the Directors:  L. Fourie  P.S. Kirsten			

To accept the schedule of insurance cover

15.

16.	To accept the levy budget for the year ending 30 June 2015	_		
17.	Determine interest rate on arrear levies	_		
18.	SPECIAL RESOLUTION: Approval of Director's Remuneration			

Signed this	day of	2014.
 Signature		

## **DOMICILIUM**

DOORNKOP FISH & WILDLIFE RESERVE SHARE BLOCK LIMITED c/o FIRST RESORTS AND HOTEL MANAGEMENT (PTY) LTD 1 CROMPTON STREET PINETOWN 3610

### **POSTAL ADDRESS**

P.O.BOX 1287 PINETOWN 3600

Fax: 031 701 9964/ 086 4333 238 email: <u>liezls@firstresorts.co.za</u>

- **Note 1:** This proxy must be delivered or faxed to the Secretaries of the company not less than **FORTY EIGHT HOURS** before the time appointed for the meeting.
- **Note 2:** A Member entitled to attend and vote is entitled to appoint a proxy to attend, speak and vote in his stead, and such proxy need not also be a Member of the Company.
- **Note 3**: This Proxy shall be binding upon the Member until such time as the Member personally withdraws it and it is limited to the voting on the special and ordinary resolutions referred to herein. Unless otherwise instructed, the proxy will vote as he thinks fit. A Member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend, speak and vote in his stead.

Any alteration or correction made to this form of proxy (excluding the deletion of alternatives) must be initialled by the signatory. Documentary evidence establishing the authority of a Person signing this form of proxy in a representative capacity (i.e. on behalf of a Company, Close Corporation or Trust) must be attached to this form.

The completion and lodging of this form of proxy will not preclude the relevant Member from attending the meeting and speaking and voting in Person thereat, to the exclusion of any proxy appointed in terms thereof, should such Member wish to do so.

Emailed and facsimile copies of this proxy form must be duly verified before the commencement of the meeting to be eligible for acceptance. If any one of the requirements contained herein is not fulfilled, the proxy form and/or the nomination of the proxy will be null and void.

Proxy holders must present reasonably satisfactory identification before attending and participating in the meeting.