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Using REST Professional to Record Pool Compliance Certificates

Due to a change in legislation, all properties in NSW with a swimming pool or spa pool must have a valid certificate of compliance or relevant occupation certificate before they can be sold or leased from 29 April 2016.

For more information please see NSW Fair Trading Swimming Pools & NSW Government's Swimming Pool Register.

Where to record pool compliance details in REST Professional

1. Access the Property Details screen

2. Click the Information Tab

3. Enter the Pool Type, Pool Fence and Last Inspection Date fields

4. Add a comment if required

5. Click OK – F12 to save

How to create a Pool Compliance Report

1. Go to Other > Export Data

2. Choose Export to New Template
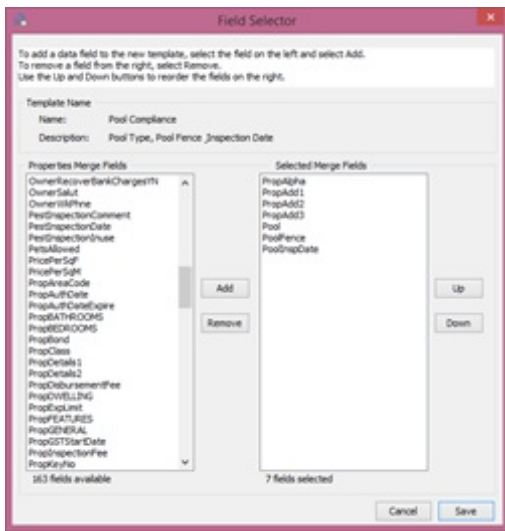
3. Choose Merge with Properties

4. Choose additional filters as required eg, Property Type

5. Enter a Name & Description for the report

6. Click Select Fields – F9

7. In the Field Selector screen, select from the Properties Merge Fields list:

   - Property Alpha and/or Property Address

   - Pool

   - Pool Fence

   - Pool Insp Date

8. Click Save

9. Back on the Export Data screen, click Start

10. The Report launches in Excel

11. Use Excel filters to refine your report

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