

CONSTRUCTION PROJECT TIMELINE TEMPLATE

PROJECT TITLE

Lot 8 Rees Court, Elanora

PROJECT MANAGER

Melissa Robertson

START

21/09/2021

END

1/06/2022

PROJECT DURATION

in days

254

TASK NAME	STATUS	ASSIGNED TO	START DATE	END DATE	DURATION in days	COMMENTS
Excavation	In Progress		25/10/2021	29/10/2021	5	
Concrete	Not Started		1/11/2021	13/11/2021	13	
Pre backfill	Not Started		13/11/2021	15/11/2021	3	
Framing	Not Started		25/10/2021	5/12/2021	42	
Roof	Not Started		19/11/2021	10/12/2021	22	
Plumbing	Not Started		29/10/2021	9/12/2021	42	
Windows	Not Started		22/11/2021	15/12/2021	24	
HVAC	Not Started		29/11/2021	20/12/2021	22	
Electrical	Not Started		10/12/2021	22/12/2021	13	
A/V	Not Started		10/12/2021	15/12/2021	6	
House wrap	Not Started		13/01/2022	16/01/2022	4	
Christmas Closure	Not Started		22/12/2021	13/01/2022	23	
Insulation	Not Started		3/12/2021	21/12/2021	19	
Drywall	Not Started		13/01/2022	2/02/2022	21	
Exterior stone	Not Started		13/01/2022	28/01/2022	16	
Exterior case work	Not Started		14/01/2022	24/01/2022	11	
Laundry flooring	Not Started		16/02/2022	11/03/2022	24	
Hardwoods	Not Started		19/01/2022	10/03/2022	51	
Tile	Not Started		3/02/2022	14/02/2022	12	
Cabinets	Not Started		18/01/2022	6/03/2022	48	
Plumbing -hang sinks	Not Started		16/02/2022	23/02/2022	8	

Interior doors	Not Started		25/02/2022	9/03/2022	13	
Interior painting	Not Started		28/02/2022	14/04/2022	46	
Stone Counters	Not Started		21/03/2022	31/03/2022	11	
Schedule Buffer	Not Started		28/02/2022	13/03/2022	14	
Decks	Not Started		28/02/2022	18/03/2022	19	
Interior doors- hang & hardware	Not Started		3/05/2022	13/05/2022	11	
Appliances	Not Started		2/05/2022	3/05/2022	2	
Plumbing	Not Started		2/05/2022	5/05/2022	4	
Electrical	Not Started		3/05/2022	11/05/2022	9	
Bathroom Glass	Not Started		9/05/2022	13/05/2022	5	
Garage Door dress up	Not Started		13/05/2022	18/05/2022	6	
FINAL Inspections	Not Started		2/05/2022	2/05/2022	1	
Wrap up	Not Started		9/05/2022	5/06/2022	28	Driveway/Lanscaping
House Cleaning	Not Started		29/05/2022	10/06/2022	13	
Complete	Not Started		10/06/2026	10/06/2026	1	

CONSTRUCTION MANAGEMENT PLAN



Lot 8 # 7 Rees Court, Elanora
Construction Management Plan

TABLE OF CONTENTS

1	INTRODUCTION AND PROJECT OVERVIEW.....	2
2	MANAGEMENT AND TRAINING.....	3
3	DESCRIPTION OF THE SITE AND LOCAL ENVIRONMENT	3
4	PROJECT PLANNING AND CONSTRUCTION METHODOLOGY	4
5	PROJECT ORGANISATION STRUCTURE	6
6	SITE AMENITIES	6
7	WORKING HOURS.....	6
8	SAFETY	6
8.1	PUBLIC SAFETY	6
8.2	SITE SAFETY	7
8.3	EMERGENCY MANAGEMENT	7
9	SECURITY	7
10	ENVIRONMENTAL MANAGEMENT.....	7
11	EROSION AND SEDIMENT MANAGEMENT	8
12	TRAFFIC MANAGEMENT	8
12	WASTE MANAGEMENT AND RECYCLING	8
13	SUMMARY	8
14	REFERENCED MANAGEMENT PLANS.....	

1. INTRODUCTION AND PROJECT OVERVIEW

The Construction Management Plan (CMP) has been developed to enable all users to understand and then meet the general and prescriptive requirements of the certified *Management Systems for Safety (AS/NZS 4501)*, *Environmental (AS/NZS 14001)* and *Quality (AS/NZS ISO 9001)* standards, as they relate to the activities to be undertaken at the Site.

The management framework adopted, utilizes the key aspects of all standards and is based on other published regulations, Acts, codes of practice and guidelines relevant to construction, safety and environmental management. A list of the main reference documents used in this CMP is attached.

1.1 Aim

The aim of this Construction Management Plan is to communicate strategies that have been developed to address challenges that may be faced during the course of construction.

Including:

- a) Managing impact of construction on local residents, businesses and the community.
- b) Managing risks to public, sub-contractor and general construction safety
- c) Environmental risk management
- d) Managing impacts to traffic congestion and pedestrians.

1.2 Scope

The scope of this CMP addresses all construction management issues pertinent to the construction of a new residential dwelling at Lot 8 Rees Court, Elanora .

Our Commitment

Maxicorp Pty Ltd management and all staff involved in the project are committed to:

- a) Delivering a project that meets client and other stakeholder expectations within budget and on time.
- b) Implementing responsible and practical management procedures to minimize the environmental impact and disruptions to the surrounding residents and the general public.
- c) Maximising on-site safety for all stakeholders including construction workers.
- d) Complying with all relevant legislation, Regulatory Guideline's and Regional Council requirements.

Signed



Melissa Robertson

2. MANAGEMENT AND TRAINING

Each Site Management Team Member has specific and general responsibilities to implement and maintain the procedures and control measures included in the CMP.

All Maxicorp Pty Ltd staff and sub-contractors are required to undergo a Site Induction that outlines the construction procedures and management framework specific to the project. The induction is aimed at instilling in each person a common-sense approach to safety and the grasping of responsible environmental practices and awareness needed to deliver the project in accordance with the relevant regulations and standards. A record of trained personnel is retained on Site.

The Site Manager/ Builder will ensure that all personnel are made aware of their obligations under this CMP and the general compliance with regulations, Acts and codes of practice having jurisdiction over the works. The Site Manager / Builder shall:

- a) co-ordinate the implementation of the CMP;
- b) co-ordinate the monitoring and inspection programmes;
- c) ensure personnel are trained and aware of obligations;
- d) ensure that subcontractors are aware of their safety and environmental obligations; and
- e) oversee other day-to-day activities required by the CMP

3. DESCRIPTION OF THE SITE LAYOUT AND LOCAL ENVIRONMENT

The Construction Site is located Lot 8 Rees Court, Elanora. The site is located within a residential area in close proximity to Nineteenth Avenue however is subject to low anticipated traffic volume. See following site plan for proposed layout.

The Site

The area is set aside and defined in the Contract for construction is referred to as the "Site." The Site layout plans (construction) for the project define the Site boundaries for construction

Access Arrangements

Construction Access: Subcontractors and visitors can access the site by road, parking is available onsite and in the surrounding streets. There is sufficient access onsite for deliveries during construction. Trades will have access to a construction key for the property.

Communication with the Community

General consultation with the community about the construction will happen prior to and during the construction project as required.

Prior to the commencement of construction activity the project management team will meet with the directly adjacent neighbour(s) to discuss the works to commence and resolve any potential issues raised by local residents.

A letter box drop to the community surrounding the construction site are also notified via letter detailing the start date, construction hours and days as well the timeframe for construction. Contact details for the project management team and site manager will also be included in the letter to facilitate further provision of information as required.

A site notice board will be erected on the outside of the site fence detailing the site layout, policy statements and contact details for site management

Where the community or other third parties make formal complaints directly to us, the builder or any subcontractors directly under our control, these will be forwarded to the Site Manager/ Builder immediately to be addressed. The complaints must be documented and will record the following information:

- a) **Complainant Details:** Name, Address and Telephone No.
- b) **Nature of Complaint:** Detail of the particular issue, date of incident, people involved, and location of incident or concern. Was the complaint in person, by telephone or in writing?
- c) **Action taken or required:** Any action proposed or undertaken to address the complaint. Time / date action.
- d) **Complaint Response to Action:** Was complainant satisfied with outcome of the complaint, if not what else needs to be done, or is it outside the scope of this contract.
- e) **Prevention of Re-occurrence:** If the complaint relates directly to an operational problem what action has been taken by the builder to ensure that the problem will not happen again?

4. PROJECT PLANNING AND CONSTRUCTION METHODOLOGY

The Construction Activity, Timeframes & Methodology for this project are described in detail in the following sections below.

Construction Program Invasive or major works – See attached program

Site establishment	
Civil Works	
Substructure	
Structure - Footings and slabs	
Frame Structure and Roofing	

Brickwork	
Internal linings	
Painting	
Hydraulic Services (Drainage)	
Hydraulic Services (Rough-in)	
Hydraulic Services (Fit off)	
Electrical Services (In-ground)	
Electrical Services (Rough-in)	
Electrical Services (Fit off)	

Site Establishment & Preliminary Works

Prior to the civil works the site needs to be established. This will include but not be limited to the erection of site fencing, amenities and protection of existing assets.

The site fencing will be constructed to the following standards that is 1800mm high construction fencing with stabilising bases.

Civil Excavation Works

A specialist civil subcontractor will be engaged to complete the bulk, detail, subgrade and other necessary works on the site. All bulk and detail excavations are to be completed in compliance with the *Excavation Work Code of practice 2013 and National Code of Construction 2016*

Through the entire civil construction package noise, dust, erosion sediment control and general environmental monitoring is maintained to ensure the Builder and sub-contractors are complying with GCCC & Environmental Protection Act Policy (Noise) 2016 requirements

Adjacent buildings

The site is surrounded at both sides and the rear by residential properties.

No part of the piling or excavation process should adversely affect the structural integrity of any other asset including roads or civil infrastructure.

It is important that other buildings in and around Lot 8 Rees Court, Elanora are not adversely affected by vibration or concussion during the excavation process. Special precautions may need to be taken in to account with the vicinity of buildings containing equipment sensitive to shock and vibration if required.

No part of the construction process should cause flooding or water penetration to any of the adjoining buildings. All ground and stormwater ingress will be managed in accordance with the principal contractor's legislative obligations and any discharge of stormwater will comply with criteria outlined in the approved Erosion Sediment Control Plan & Environmental Management Plan.

Foundation Works

Foundation works commence pre, during and post bulk earthworks. Foundation structure includes footings and in-ground services. The footings will be the first part of the foundation works. This is expected to be done in one mobilization with ground slab works following close behind.

5. PROJECT ORGANISATION STRUCTURE

The project organisational structure consists of the Builder: Maxicorp Pty Ltd, Foreman: Melissa Robertson and subcontractors. Contact numbers for both the Builder and the site foreman will be displayed at the site entry gates

6. SITE AMENITIES

Site amenities will be mainly located but not limited to the front of the site within the GCCC approved boundaries of occupation. These will include site office, lunch room, first aid kit, toilet(s), tool storage, drinking water & any relevant emergency equipment.

7. WORKING HOURS

The site working hours will be approved by Gold Coast City Council under the building permit. It is expected that working hours will be in accordance with the construction industry working day calendar and operate Monday to Saturday 6:30am – 6:30pm with the exception of public holidays and designated RDO's. There should not be a requirement to operate out of normal working hours. On such occasions the builder will apply to do so through relevant regulatory bodies.

8. SAFETY

Safety has been split into two sections; "Public Safety and "Site Safety." Each is dealt with in turn, below.

1.3 PUBLIC SAFETY

Public safety is considered and prioritised through all stages of construction. The builder will explore all available options to completely separate any construction activity from the public to ensure their protection. Public safety controls selected during design of this construction project are expected to be but not limited to:

- Banner Mesh Fencing
- Use of approved footway and traffic management strategies.
- Encapsulation structures.
- Signage & exclusion zones.

All control measures used to reduce risk of health and safety impacts to the public will be:

- erected before the commencement of any works
- Kept in position at all times during the progress of the work &
- Regularly inspected and maintained.

Fencing

The hoardings to the alignments indicated in the Site Layout Plan will be constructed to the following standards that is; 1800mm high construction fencing (mesh)

Pedestrian Access

Ultimately the best path of travel for pedestrians will be the opposite side of the road during the site operating hours however a pedestrian path in front of the site will be maintained unless construction requires an authorised closure through GCCC traffic

Road Openings

Road opening permits will be sought as required by the builder for the respective sub-contractors when and if required.

Structural Certification for Temporary Structures on Roads

These will be sought as required.

Barricades and Signage

The site will be fully fenced around the site boundary (as shown). All fencing will be lined with standard scrim mesh displaying the Builders logo and relevant safety & site information signage

Notification to Adjoining Properties of Proposed Works on Roads

Notifications will be made in accordance with the requirements of the permit applications referred to, above.

Nuisance Abatement

The Builder has undertaken as part of the conditions of the Contract and the building permits pertaining to comply with Gold Coast City Council and other regulatory authority's nuisance abatement requirements.

Construction Permit Zones, Deliveries & Car Parking

All subcontractor parking will be allocated to the local street parking and will be subject to all relevant restrictions and fees.

All deliveries are to be taken within the site hoarding/ boundary during construction.

All materials will remain stored in the site boundary fence/ hoarding as required.

Certificates of Occupancy

During the project, there is no requirement to handover separable portions to the client. A certificate of Occupancy is required prior to any area being handed occupied and/or used. In each case there is a lead up period where consultation occurs between The builder, the client, the relevant building surveyor, certifier and any relevant commissioning authorities. Together with other measures mentioned in this section, this process assists in achieving and maintaining a high standard of public safety.

SITE SAFETY

A comprehensive Safety Management Plan (WHSMP) addressing The Builders safety policies, processes & procedures for this project have been submitted as Lot 8 Rees Court, Elanora Safety Management Plan.'

EMERGENCY MANAGEMENT

An Emergency Management Strategy has been developed and contained within the WHSMP which comprises of the following elements:

- a) Builders Site Emergency Procedure
- b) Weekly safety inspections and emergency evacuation drills
- c) Site manager and foreman completing and updating first aid, CPR and fire extinguisher training

9. SECURITY

The Builder will ensure the site access is restricted during construction hours and all gates and fences are locked outside of construction hours to limit the potential for unauthorised or accidental access at any time during the construction program

10. ENVIRONMENTAL MANAGEMENT

The Environmental Management Plan (EMP), Submitted addresses, in the main, the following areas:

- QLD Legislation/guidelines/codes/standards
- Flora and Fauna Management

- Waste Management
- Sand management
- Water management
- Acid sulphate soils
- Dust Control
- Noise
- Environmental Procedures
- Emergency Response

11. EROSION SEDIMENT CONTROL

This will be managed through Best Practices Erosion & Sediment Control, Erosion & Sediment Control – A Field Guide for Construction Site Managers.

The erosion & sediment management can best be referred to by the Civil Engineering Drawings

12. TRAFFIC MANAGEMENT

It is not expected that any traffic permits or closures will be required during the construction of this project however if any are required they will be sought a minimum of 21 days prior to being required as per GCCC guidelines and traffic permitting requirements.

13. WASTE MANAGEMENT AND RECYCLING

Wastes from the Lot 8 Rees Court, Elanora project have the potential to impact on the environment.

A Waste Management Plan has been developed to manage the risk associated with the potential impacts including minimising waste generation. Maxicorp Pty Ltd will implement all possible waste minimisation procedures and therefore reduce the amount of waste to be removed from sites.

Maxicorp Pty Ltd will follow industry best practice guidelines such as:

- Waste materials will be reduced, reused and recycled where possible
- General wastes will be housed onsite in skip bins for processing or disposal
- All sewage wastes will be disposed of through an approved vessel sewage discharge point on removal of site toilets; and
- Residual materials that cannot be reused or recycled will be disposed of at an approved waste management facility.

14. SUMMARY

This Construction Management Plan comprises a number of strategies, processors and procedures. The plan has definite aim of ensuring minimal impact to the local and surrounding environs and recognizes public safety along with work safety as the highest priority. It is also reflected in the CMP that there are many processes and procedures that underpin the management of this project.

The plan's implementation, maintenance, monitoring and record keeping are administered via a regular communication and reinforcement of the Builders commitment.

The Builder is willing to seek advice from and work closely with authorities to deal with a variety of challenges.

Gold Coast City Council

Plumbing application process

Documents Required

- [Form 1 – Compliance assessment application for plumbing, drainage](#)
- Plans – site / floor / elevations
- Site and Soil Evaluation Report (Effluent Disposal Report) - for unsewered applications only
- Soil Classification Report
- Articulation Plan – If soil is Class H, E or P
- Payment of fees

Process:

- Submit all required documentation to Gold Coast City Council via email/in person/via the portal
- QCC will issue a receipt notification with a unique reference number for your application
- Council completes a full assessment of a plan of the work under *Plumbing and Drainage Regulation 2019*.
- A permit is issued within two (2) business days for a sewer application, or up to ten (10) business days for an unsewered application.
- Responsible person books an inspection at the following stages:
 - Before works area covered (after excavation and start of plumbing works before slab.
 - If unsewered inspection required after HSTP install.
 - Once all works are completed after fit off (after 2nd stage plumbing)
- Onsite inspection is carried out to ensure works are in accordance with the *Plumbing and Drainage Regulation 2019*.

Dear Mr & Mrs Smith,

Thank you for choosing Maxicorp Pty Ltd as the builder for your new home.

Enclosed you will find the below documents for signing in relation to your contract for construction at Lot 8 Rees Court, Elanora.

- QBCC Contract
- Specifications
- Elevations
- Floor Plan
- Site Plan

The enclosed documents will require signing by both of yourselves and also by a representative from Maxicorp Pty Ltd. Attached documents are valid for 30 days, should contract signing not take place within this timeframe a price review will be applicable.

If you can please confirm a day/time between 9am and 4pm Monday to Friday to meet in our Strathpine office for signing, that would be appreciated. Please allow 1-2 hours for this meeting.

Important Notes:

- Please check all 4 pages of your contract plans to ensure you are happy with your design as these drawings will be submitted to council for approval
- Please cross check your quote/specifications and your contract price being \$388,000.00 which consists of;
 - o \$350,000.00 fixed price component
 - o \$30,000.00 Provisional sum for earthworks and landscaping
 - o \$8,000.00 Prime cost item for tiling to baths, kitchen & laundry
- Your QBCC contract outlines your industry standard payment schedule which I have also highlighted below for you;
 - o 5% Deposit
 - o 15% Base Stage
 - o 20% Frame Stage
 - o 25% Enclosed Stage
 - o 20% Fixing Stage
 - o 15% Practical Completion Stage
- The handover date is anticipated to be 254 Calendar days from commencement
- Works are expected to commence within 10 days of receiving council approval and your final authority to commence letter from your lender
- Any post contract variations will be made in writing and due payable as per the variation document
 - o Changes made by the owner may incur variation and plan change fees
 - o Please refer to full specifications for further information on variation and plan change fees.

Please do not hesitate to contact me if you have any further questions and I look forward to meeting with you for contract signing.

Kind Regards,

Melissa Robertson

SCHEDULE FOR QBCC NEW HOME CONSTRUCTION CONTRACT

This Contract is intended to be used for the construction of a single home or duplex.

NOTE TO OWNER: To better understand your contractual rights and obligations, **BEFORE SIGNING** carefully read this Schedule and the accompanying Consumer Building Guide and the General Conditions dated July 2015.

NOTE TO CONTRACTOR: When completed, retain original and give 2 signed copies of this Schedule to the Owner.

The Owner

Owner's name/s: _____

Address: _____

_____ Post Code: _____

Business Phone: _____ Home Phone: _____ Fax: _____

Mobile Phone: _____ Email: _____

Owner has checked the Contractor's licence and history via QBCC's Online Licence Search: ☐ Yes ☐ No

The Owner **IS** ☐

IS NOT ☐ a Resident Owner. (Tick the appropriate box)

NOTE: An Owner is a Resident Owner if he/she intends to reside in the building where the Works are to be performed on, or within 6 months of, completion of the contracted work.

Owner's Authorised Representative (if any): _____

Business Phone: _____ Home Phone: _____ Fax: _____

Mobile Phone: _____ Email: _____

The Contractor

Contractor's name (must be as shown on licence): _____

Licence Number: _____ ABN No: _____

Contractor confirms: My licence is current, active and appropriate for this work: ☐ Yes ☐ No

Address: _____

_____ Postcode: _____

Business Phone: _____ Home Phone: _____ Fax: _____

Mobile Phone: _____ Email: _____

Contractor's Authorised Representative (if any): _____

Business Phone: _____ Home Phone: _____ Fax: _____

Mobile Phone: _____ Email: _____

Item	Subject	Notes	Particulars
1	CONTRACT PRICE Condition 4. WARNING: The Contract Price is subject to change due to Conditions 19, 20, 21 & 24.	For information about Prime Cost (PC) Items and Provisional Sums (PS) see Condition 4 of the General Conditions. If the Contract includes such allowances, a PC/PS Schedule must be completed by the Contractor, signed by both parties and attached.	(a) Fixed Price Component: \$ _____ (incl. GST) (includes deposit in Item 2) (b) Prime Cost Items (if any): \$ _____ (incl. GST) (c) Provisional Sums (if any): \$ _____ (incl. GST) CONTRACT PRICE = \$ _____ (incl. GST) (a) + (b) + (c)

Item	Subject	Notes	Particulars
2	DEPOSIT Condition 19	The deposit must not exceed 5% if the Contract Price is \$20,000 or more.	Amount of deposit: \$ _____ (incl. GST)
3	BRIEF DESCRIPTION OF THE WORKS	Insert a brief description of the contracted work and attach and refer to plans and specifications e.g. construction of new home as per attached plans dated.../.../... & specifications dated.../.../...	Please type your answer here.
4	SITE Condition 13		Site Address: _____ _____ Real Property Description: Lot No: _____ Plan Type (e.g. RP/SP/BUP): _____ Plan No: _____ Local Authority: _____
5	STARTING DATE Conditions 1, 10 & 17	NOTE: The Contractor must ensure that the work under this Contract starts by the Starting Date, being the latest of: - the following agreed date _____ / _____ / _____ ; or 10 business days after the issue of approved plans by the Assessing Certifier; or 10 business days after the Owner has satisfied its financial obligations under Condition 5.1.	
6	COMPLETION PERIOD (including Construction Days and allowances for likely delays) Conditions 22, 23 & 28	NOTE TO CONTRACTOR: You must state here the allowances (in days) you have made for delay factors which are reasonably likely to affect the time required to carry out the work. NOTE TO OWNER: The Contractor is not entitled to claim an extension of the Date for Practical Completion (Schedule Item 7) for a delay stated here (e.g. inclement weather) unless the number of days the Contractor is actually delayed is greater than the allowance stated here in Schedule Item 6B.	A. Construction Days (excluding delays allowed in 'B') Business days needed to construct the Works = <u> A </u> PLUS B. Allowances for likely delays: (i) Inclement weather allowance (business days) = _____ (ii) Other likely delays, if any (business days) = _____ Details of delay _____ _____ (iii) Non-working days (incl. w/ends, RDOs, public holidays, etc.) = _____ Total delay days allowed: (i) + (ii) + (iii) = <u> B </u> COMPLETION PERIOD: Construction Days (Item 6A) PLUS Total delay days allowed above (Item 6B) = <u> A + B </u> <i>(This total represents the number of days between the Starting Date and the Date for Practical Completion)</i>

Item	Subject	Notes	Particulars
7	DATE FOR PRACTICAL COMPLETION Conditions 22, 23 & 28	NOTE TO CONTRACTOR: Complete only one of the options in the 'Particulars' column (i.e. date or number of days) and delete the other.	Date: ____ / ____ / ____ OR Completion Period of _____ calendar days (see Schedule Item 6) from the Starting Date or the date on which the work under this Contract is commenced, whichever is the earlier .
PROGRESS PAYMENTS (Choose Option A or Option B below)			
8A	OPTION A: <i>NOTE: This Option may be used where you believe the contracted work involves typical house construction and the progress payment Stages set out in the 'Particulars' column are appropriate.</i> Conditions 19 & 28	NOTE TO CONTRACTOR: If the contracted house construction work does <u>not</u> involve the Stages set out in the 'Particulars' column in Option A, or the payment percentages are not appropriate (e.g. if the payments in Option A would amount to payment in advance of work progress on Site), you should use Option B below.	WARNING FOR CONTRACTOR: The QBCC Act requires that all progress payments must be directly related to the progress of the work at the Site and proportionate to the value of the work that relates to the claim (e.g. the total value of the progress claims plus the 5% deposit cannot exceed 50% of the Contract Price until more than 50% of the work on Site has been performed). Breaches of this requirement attract heavy penalties. In presenting each progress claim under Option A or Option B you are warranting that the work on Site has reached the relevant Stage set out below, and that the total amount claimed (including the deposit) is proportionate to the progress of the contracted work at the Site. PROGRESS PAYMENT STAGES (all prices incl. GST): Base Stage (excl. 5% deposit) - 15% \$ _____ Frame Stage - 20% \$ _____ Enclosed Stage - 25% \$ _____ Fixing Stage - 20% \$ _____ Practical Completion Stage - 15% \$ _____ NOTE: The total of Stage payments in Option A or B plus the deposit must equal Contract Price in Schedule Item 1.
8B	OPTION B: Conditions 19 & 28	NOTE TO CONTRACTOR: Option B should be used where the contracted house construction work does <u>not</u> involve the Stages set out in Option A above, or the payment percentages are not appropriate for the work.	ALTERNATIVE PROGRESS PAYMENT STAGES (incl. GST) *Stage 1: _____ - ____ % \$ _____ Stage 2: _____ - ____ % \$ _____ Stage 3: _____ - ____ % \$ _____ Stage 4: _____ - ____ % \$ _____ Stage 5: _____ - ____ % \$ _____ Stage 6: _____ - ____ % \$ _____ Stage 7: _____ - ____ % \$ _____ Practical Completion Stage - ____ % \$ _____ <i>*If extra space is required, attach a more detailed description of the Payment Stages to this Contract Schedule.</i>
WARNING TO OWNER		Your insurance protection under the Queensland Home Warranty Scheme may be reduced if you make payments greater than, or prior to, what the Contract requires.	

Item	Subject	Notes	Particulars
9	AMOUNT TO BE DEPOSITED IN SECURITY ACCOUNT (if relevant) Condition 6	NOTE: This Item is optional – it may be relevant where a loan is not required to finance the project.	\$ _____
10	LIQUIDATED DAMAGES Condition 24	NOTE TO OWNER AND CONTRACTOR: You must discuss whether, or what, liquidated damages (LDs) apply to this project and insert either an amount per day or 'NIL' if LDs do not apply. If this space is left blank, a default amount of \$50/day shall apply.	\$ _____ per day for each calendar day of delay in achieving Practical Completion. NOTE TO OWNER REGARDING LIQUIDATED DAMAGES (if applicable): It is very important that you carefully consider and complete this section. The liquidated damages amount should be a genuine pre-estimate of the costs/losses the Owner will incur (if any) in the event the work under this Contract is not completed by the Date for Practical Completion (including any extra rental and storage costs, lost rent for rental properties, finance costs, etc. directly related to the delay in reaching Practical Completion).
11	INTEREST RATE ON OVERDUE PAYMENTS Condition 20		_____ % per annum The rate will not exceed the Commonwealth Bank of Australia Standard Variable Rate for home loans + 5%.
12	FINANCE Conditions 1 & 5	WARNING TO OWNER: The Finance Date is the date by which the Owner must provide the Contractor with written evidence, satisfactory to the Contractor, of their capacity to pay the Contract Price (even if no loan is required). Consult your Lender before inserting a date. Delays in providing this evidence may delay the start of your project or lead to termination of the Contract.	The Contract IS/IS NOT subject to Loan Approval. (Cross out whichever does not apply) Lender: _____ Amount of Loan: \$ _____ Finance Date: _____ / _____ / _____ (day) (month) (year) NOTE: If no date stated, Finance Date is 10 business days from date of Contract.
13	PARTY RESPONSIBLE FOR OBTAINING BUILDING APPROVAL Conditions 9 & 10		_____ (State whether the responsible party is Owner or Contractor)
14	PARTY RESPONSIBLE FOR COST OF EXTRA EXCAVATIONS AND FOUNDATIONS (if relevant) Condition 21	This item relates to responsibility for any extra excavations and foundations beyond what could reasonably be established from the Foundations Data.	_____ (State whether the responsible party is Owner or Contractor)

Item	Subject	Notes	Particulars
15	CONTRACT DOCUMENTS Conditions 4, 8 & 30	Any amendments or 'variations' to this Contract must be recorded in a Variation Document (such as QBCC Form 5) which then forms part of the Contract.	(a) PLANS (dated and attached) supplied by: Contractor ☐ Owner ☐ on ___/___/___ N/A ☐ (b) SPECIFICATIONS (dated and attached) supplied by: Contractor ☐ Owner ☐ on ___/___/___ N/A ☐ (c) PRIME COST ITEMS / PROVISIONAL SUMS Are Prime Cost Items included? YES ☐ NO ☐ Are Provisional Sums included? YES ☐ NO ☐ If YES to either question, the Contractor must complete and sign the Prime Cost Items and/or Provisional Sums Schedule/s and copy to Owner. (d) FOUNDATIONS DATA supplied by: Contractor ☐ Owner ☐ on ___/___/___ N/A ☐ NOTE: Foundations Data must be obtained if the contracted work requires the construction or alteration of, or may adversely affect, footings or a concrete slab for a building. Unless appropriate and reliable Foundation Data already exists, the Contractor is required to obtain appropriate Foundations Data and provide a copy to the Owner upon payment of the costs incurred in obtaining the data.
16	SIGNATURES	NOTE: The Contractor must give the Owner the Consumer Building Guide before the Owner signs the Contract and a signed copy of the entire Contract, including plans and specifications, within 5 business days after the Contractor signs the Contract.	Signed by the Owner/s: Owner 1: _____ Owner 2 (if any): _____ In the presence of: _____ (signature of witness) Signed by the Contractor: _____ In the presence of: _____ (signature of witness) Dated this: _____ day of _____ 20____

IMPORTANT NOTICE TO OWNER: 'COOLING-OFF' PERIOD

Under Schedule 1B of the QBCC Act **you may have the right to withdraw from this Contract during the cooling-off period of 5 business days commencing when you have received both a signed copy of this Contract and the Consumer Building Guide. If you wish to withdraw under the 'cooling-off' provisions you must give the Contractor a signed written notice stating that you withdraw from the Contract under section 35 of Schedule 1B of the QBCC Act (see Condition 2 of the General Conditions for more details).**

The Owner and the Contractor agree that the Contractor shall carry out the work described in this Contract for the Contract Price it provides and upon its terms.

This Contract includes:

- ☐ Schedule for New Home Construction Contract, PC and PS Schedules and Forms 1 - 7, all dated July 2015;
- ☐ General Conditions of New Home Construction Contract dated July 2015, and
- ☐ Plans, specifications and any other contract documents described in Item 15 of this Contract Schedule.