

CPCBC4005A

PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

ASSESSMENT SUMMARY

The assessment activities for *CPCBC4005A Produce labour and material schedules for ordering* cover all aspects of the unit of competency required. To demonstrate competence in this unit, a participant must undertake all tasks and complete them satisfactorily and consistently. For Apprentices and Trainees, this includes employer completion of the Employer Record Book (ERB).

Participants must read all the information given before starting any assessment task. The assessment tasks are intended to be equitable, fair and flexible. If a participant has any questions or requires alternative arrangements to be made such requests should be directed to their Trainer/Assessor, who should note such arrangements in the 'Assessor Comments' on the affected assessment. If a participant feels they are not yet ready to be assessed, they should discuss their options with their Trainer/Assessor.

To satisfactorily complete the assessment, the participant is required to answer all questions correctly and demonstrate their skills to industry standards. If a participant does not answer some questions or perform some tasks, they will be deemed 'Not Satisfactory' for the task and 'Not Yet Competent' for the unit of competency. The Trainer/Assessor is able to provide the participant with additional information on interpreting the assessment outcomes and provide guidance on the participant's options. Should a participant still be deemed 'Not Satisfactory' they will have the opportunity to undertake a supplementary assessment or appeal the result.

By signing the cover page for each assessment item, the participant acknowledges they understand the assessment instructions and requirements and consent to being assessed. The participant also verifies and assures the RTO that the work submitted is their own work.

Participant Name	<i>Tess Veldink</i>
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Task	Assessment Results	
Theory Exam	☐ Satisfactory	☐ Not Yet Satisfactory
Practical Assessment	☐ Satisfactory	☐ Not Yet Satisfactory
Outcome for Unit of Competency	☐ Competent	☐ Not Yet Competent

Assessor Name	
Assessor Signature	
Unit Competence Determination Date	Click here to enter a date.

CPCBC4005A

PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

THEORY EXAM INSTRUCTIONS

- This exam will occur under standard assessment conditions.
 - An oral examination may be allowed under certain circumstances, whereby the Participant's answers will be documented by a party other than the Participant. This must be acknowledged in writing (e.g. FT001 and Assessor Comments)
- Participants must provide enough detail in their responses to demonstrate their knowledge and skills.
- Please fill in the details below, providing your name, signature and date of assessment.
 - Your signature acknowledges that this is your own work.
- Assessors are to complete marking in pen of a different colour to the Participant.
- If a Participant initially answers a question incorrectly but modifies their response, they must follow the instructions below:
 - If a Participant changes their response in writing, they must put their initials next to the written change.
 - If a Participant changes their response verbally, this must be noted on the exam paper by the assessor.

Participant name Tess Veldink

Participant signature Tess Veldink

Date 27/05/2020

Assessor name _____

Assessor signature _____

Date Click here to enter a date.

Number of questions	Number of questions answered correctly	Task outcome (Tick)	
		Satisfactory	Not Yet Satisfactory
30		☐	☐

Q1. Which of the following contractual requirements will influence orders and labour and material schedules? Tick all that apply.

Answer	Choice	Possible Answers	☐
	☒	Commencement date	
	☒	Completion date	
	☒	Contract price	

Q2. Identify three (3) suppliers and three (3) contractors that you may need to work with when undertaking a building project.

Answer	Suppliers	Contractors	☐
	Concrete	Guttering Contractor	
	Steel	Insulation Contractor	
	Trusses	Pool Contractor	

Q3. Explain the difference between employees and contractors and how they are influenced by scheduling.

Answer	A builder can closely direct the work to be undertaken by an employee, a contractor can decide what work they do. How it is to be carried out and the hours when the work is to be completed.	☐
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Q4. Identify one (1) local government authority and one (1) regulatory body that must be considered when producing schedules.

Answer	1 Brisbane City Council 2 QBCC	☐
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Q5. Why should colour selections be included on the schedules?

Answer	As some colour requests may require a special order to be made.	☐
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Q6. True or False (Tick your response): If a project is in a heritage protected area, the council may specify the colours that should be used.

Answer

☒	True
☐	False

☐

Q7. Identify your local council's requirements regarding working hours and days. Explain how these requirements may affect your schedules.

Answer

Redland City Council working days and hours;
6:30am – 6:30pm Monday – Saturday

The working requirements may affect the working schedule as certain jobs

☐

Q8. Identify three (3) common drawings/specifications commonly used in the industry. Explain what information is provided by each document and how this influences labour and material schedules for ordering.

Answer

Drawing/Specification	Information provided for labour and material schedules
Material specifications	Include details of the type, strength and size of materials to be used
Colour specifications	Include the colour selection for internal and external areas, If the project is in a heritage protected area, the colour specifications would come from the council stating the colours that should be used
Elevations	Drawings of the building showing what it looks like from north, south, east and west

☐

Q9. What three (3) things should a builder do when variations are made to a contract for a project?

Answer

1. Make changes to your schedule accordingly
2. Notify your major suppliers
3. Make changes to your call forward sheet



Q10. Identify two (2) variations that may be raised by the client and explain how it would affect the schedules.

Answer

Variation	Effect on schedules
Changes to colour schemes for more expensive paint	This can affect the schedule because the client will need to supply more money to the builder – therefore the schedule might be delayed due to the funds not being available for the more expensive paint.
Fitting like lights and switches	This can affect the schedule as the first option of lights and switches will have already been ordered. Therefore, the electrician will have to do another order that could take longer depending on the availability etc.



Q11. Identify two (2) variations that may be raised by the builder and explain how it would affect the schedules.

Answer

Variation	Effect on schedules
White goods, stoves, baths, showers, vanities, wardrobe fit outs	Depends on what stock is available at the time on installation (there might be delays in the schedule), as these fittings are prime costs they aren't detailed in the specifications of the project.



Changes to brickwork	This could affect the schedule of multiple trades as there would be delays due to the changes to the brickwork, there also could be availability issues.
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Q12. Order the following steps from 1 to 5 to outline how a builder should select a supplier/contractor.

Answer

Step Number	Steps
1	Builder to seek quotes from suppliers/contractors
5	Builder to note supplier/contractor details and ordering times on schedule
3	Builder to accept a tender
2	Suppliers/Contractors tender prices back to the builder
4	Parties to sign agreement

☐

Q13. What is an 'overlay drawing'?

Answer

Overlay drawings are drawings that show further details on top of any existing plans and specifications. These drawings are designed to provide more visual clarity about the building process and provide advice if there have been changes that require subsequent engineering.

☐

**Q14. Which of the following individuals may sketch overlay drawings?
Tick all that apply.**

Answer

Choice	Possible Answers
☒	Architects
☐	Builder
☐	Draftsmen
☐	Engineers

☐

Q15. Identify three (3) details that should be included on a work order and reflected on the labour schedule.

Answer

1. Work
2. Time period
3. Agreed rates



Q16. Identify nine (9) details that should be included on a purchase order.

Answer

1. Order date and delivery date
2. Purchase order number
3. Supplier details
4. Delivery details
5. Supplier contact information
6. Project Manager details
7. Production description
8. Terms & Conditions
9. Total order costs

☐

Q17. What is a 'call forward sheet'?

Answer

A call forward sheet is a sheet used to track when materials are needed and when they should be ordered.

☐

Q18. True or False (Tick your response): A builder would usually complete all the purchase orders before preparing a call forward sheet.

Answer

☒	True
☐	False

☐

Q19. Identify two (2) approved plans that should be included with the site documents.

Answer

1. Stamped permit plans
2. Reports (engineering, geotechnical)

☐

Q20. Match the site files and definitions below by writing the appropriate letter next to each number in the centre column.

Answer

Document		Answers	Definition	
1	Permits	1 - B	A	May include engineering data
2	Quotes	2 - E	B	Council inspectors may issue a stop work notice until these documents are produced
3	Reports	3 - A	C	Changes requested using a standard form in writing. Need to be signed by both builder and client.
4	Specifications	4 - D	D	List the materials to be used, fittings and fixtures to be installed, and types of finishing required.
5	Variations	5 - C	E	Used to ensure purchase orders are developed using the correct price.



Q21. In the table below, estimates for labour and actual costs for each trade are listed. Calculate the cost difference for each trade.

Answer

Trade	Estimate	Actual cost	Cost difference
Carpentry	10,000	8,500	-1,500
Electrical	3,000	4,250	1,250
Painting	4,000	3,900	-100
Plumbing	8,000	8,000	0
Tiler	4,500	4,750	+250



Q22. In the table below, the Prime Cost (PC) sums from a contract and actual costs for items are listed. Calculate the cost difference for each item.

Answer

Item	PC sum	Actual cost	Cost difference
Basin taps	100	130	30
Oven	2,500	1,500	-1000
Rangehood	500	900	-400
Shower bases	250	265	-15
Shower screen	400	350	-50
Shower taps	150	120	-30
Stove	900	1,200	+300



- Q23. Where the actual costs are higher than the estimated costs due to a client variation, who is responsible to pay the difference?
Tick your response.

Answer

Choice	Possible Answers
☐	Builder
☒	Client
☐	Supplier

☐

- Q24. Where the actual costs are higher than the estimated costs due to price increases of materials, who is responsible to pay the difference?
Tick your response.

Answer

Choice	Possible Answers
☒	Builder
☐	Client
☐	Supplier

☐

- Q25. You are given the following table containing the costs for each month of the project.

Month	Estimated cost	Actual cost
March	\$36,450	\$38,980
April	\$65,560	\$62,350
May	\$62,450	\$64,960
June	\$61,340	\$61,050
July	\$40,590	\$38,990
August	\$42,650	\$42,550
September	\$35,780	\$34,750
Total	\$344,820	\$343,630

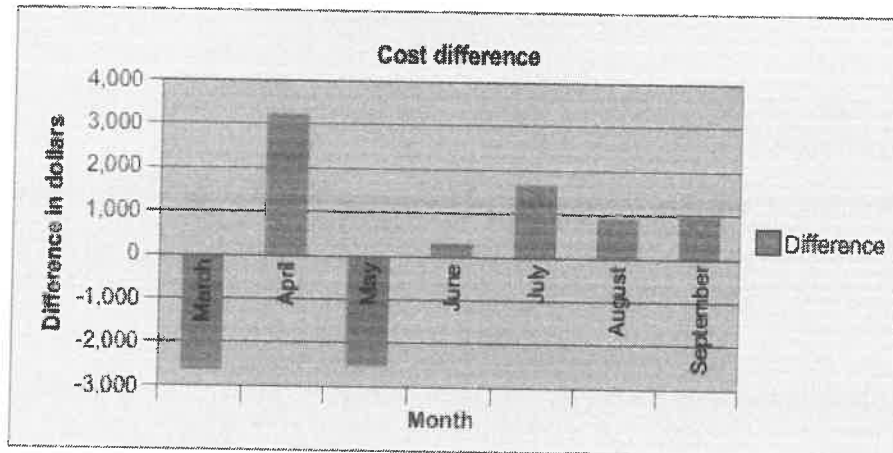
Using the information in this table, how would you find out in which month the builder actually spent the most? Tick your response.

Answer

Choice	Possible Answers
☒	Plot both the estimated and actual costs on a graph
☐	Plot the actual cost on a graph
☐	Work out the difference between the estimated and actual costs

☐

Q26. The following graph is a visual representation of the difference in each month.



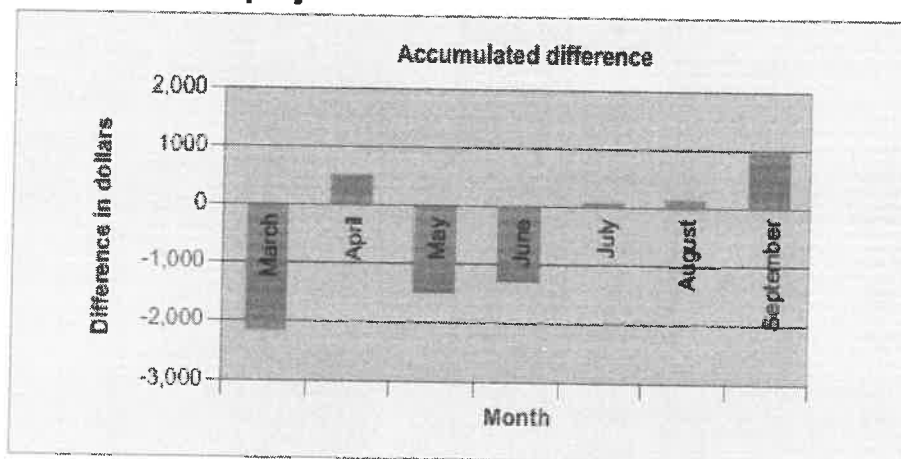
By looking at this graph can you see if the overall project was overestimated or underestimated? Tick your response.

Answer

Choice	Possible Answers
☐	No, you cannot see this directly from the graph
☒	Yes, you can see this from the graph

☐

Q27. The following graph is a visual representation of the accumulated difference across the project.



Overall, was the project overestimated or underestimated? Tick your response.

Answer

Choice	Possible Answers
☒	Overestimated
☐	Underestimated

☐

Refer to the following scenario and house plan to respond to Q28. to Q30.

SCENARIO

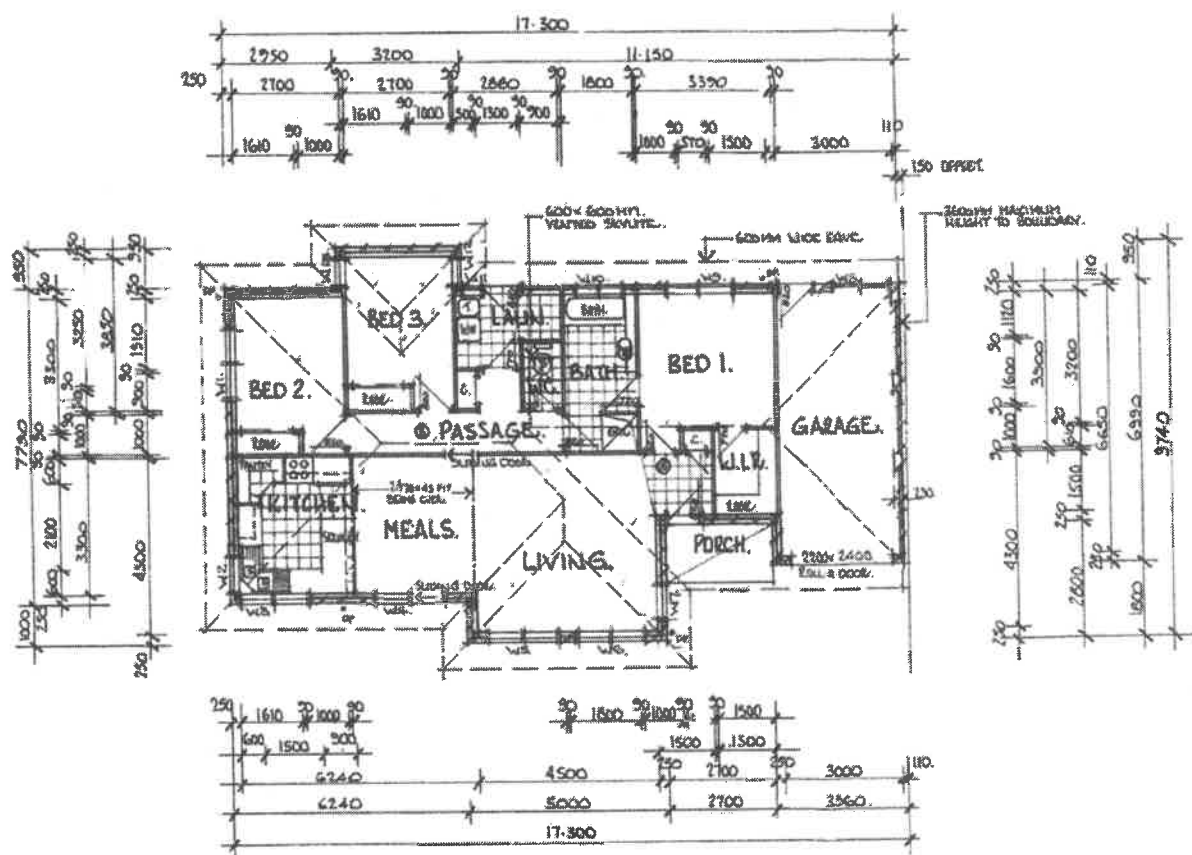
You are a site supervisor of a small residential project, as outlined below:

- The building is to be constructed using brick veneer.
- The building has a floor area of 133 square metres including garage.
- The concrete slab floor with garage floor is incorporated.
- The building will be constructed using hand built wall frame and prefabricated roof trusses.
- The building will have a cement tiled roof and powder coated aluminium windows in timber reveals.
- The driveway and landscaping are to be provided.
- Services are available directly in front of the site.
- The site is almost flat and will only need a scrape with minimal excavation.
- The contract period is 120 days.
- The total job has been pre-costed at \$136,500.

Note: You are not required to estimate the quantity required.

FLOOR AREA :

PROPOSED RESIDENCE	111.59 SQ.M.	1200 SQ. FT.
PROPOSED GARAGE	21.74 SQ.M.	234 SQ. FT.



Q28. Using the list of materials prepared, find the following information for four (4) materials of your choice:

Answer

Material	Lead-in time	Delivery date	Order date	Delivery requirements/ special considerations
Concrete	1 week	08/06/20	01/06/20	Please call site supervisor or when arrived at the site gate.
Bricks	5 days	08/06/20	03/06/20	Final price to be confirmed when brick is delivered (as its priced-on weight. Please call with price once delivered for the PO
Cement tiles for roof	2 weeks	08/06/20	25/05/20	Client would like tiles that are very popular. Supplier put an urgent order through. To be delivered asap, call supervisor or once arrived at the supplier shed.
Timber for reveals	1 day	09/06/20	08/06/20	This is a running order so please deliver

				timber to site every second day for 2 weeks.
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Q29. Describe the process of ordering the following materials for your project. Be sure to consider the things that need to be considered:

Answer

Material	Ordering process	Considerations
External cladding	Ensure that you have all the right measurements and quantities for the project and an appropriate lead in time for the schedule	Ensure that the external cladding is ordered after the wall frame as per the project schedule
Wall frame	Ensure that you have all the right measurements and quantities for the project and an appropriate lead in time for the schedule	Ensure that the wall frames are ordered at the start of the project as this is one of the first stages. Ensure to also keep availability in mind
Windows	Ensure that you have all the right measurements and quantities for the project and an appropriate lead in time for the schedule	Ensure that the window materials are ordered at the right time according to the project schedule, this is one of the last steps to the enclosure stage so ensure its ordered before the stage commences and with availability in mind.

Q30. While excavating one corner of the project, you find the soil below is unsuitable for supporting the foundation. Refer to the relevant Building Regulator and complete their standard builder variation request documentation to be presented to the client.

Answer QBCC Form 5 - Variation document

FORM 5

Variation No.
001

VARIATION DOCUMENT

(Condition 22 of the General Conditions of QBCC New Home Construction Contract)

Note to Contractor: This form, which may be copied for multiple use, must be presented to and signed by the Owner **before** you start any work described in the variation.

To: (Owner/s) Jeff & Gabrielle Veldink
(insert name of Owner/s)

From: (Contractor) Coral Homes

Site Address: 7 Cassim Place Redland Bay
(insert Site address)

This document is for a variation:
(tick whichever is applicable)

☐ required by law

☒ for extra excavation and foundations

☐ requested by the Owner/Owner's Representative

☐ requested by the Contractor/Contractor's Representative for the following reasons:
(insert reasons)

The change to the Works is as follows: Soil in one corner of project is unsuitable for supporting the foundation.

Further excavation and laying of different materials is required for a stronger foundation
(insert description of the variation including any change to the work or materials required by reason of the variation)

The Contractor's/Contractor's Representative's reasonable estimate of the period of any delay in the Date for Practical Completion that will result from the variation is: 3 business days.

NOTE TO CONTRACTOR/CONTRACTOR'S REPRESENTATIVE:

If the variation causes you actual delay you must also submit a QBCC Form 2 – Extension of Time Claim and Owner's Response to Claim within 10 business days of the delay (see Condition 14).

The variation will change the price payable by the Owner as follows: (tick whichever is applicable)

- ☒ increase the price by: \$ 10,000
(incl. GST)
- ☐ no change to price
- ☐ decrease the price by: \$ _____
(incl. GST)
- ☐ increase/decrease (delete whichever is not applicable)
the price by an amount that will be calculated
as follows:

Notes: The job total will now be estimated at \$146,500.00

(state how the increase/decrease will be calculated)

The increase or decrease (if any change) in the Total Price payable by the Owner as a result of the variation will be taken into account in the Contractor's progress claim for the following Stage described in Schedule Item 10:

(insert description of Stage from Schedule Item 10)

(Owner/Owner's Representative to initial here)

SIGNED: _____
(Owner/Owner's Representative to sign)

DATED: 08 / 06 / 2020
(day) (month) (year)

SIGNED: _____
(Contractor/Contractor's Representative to sign)

DATED: 05 / 06 / 2020
(day) (month) (year)

When form completed, Contractor to retain original and give 2 legible copies to Owner.

CPCCBC4005A PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

PRACTICAL ASSESSMENT INSTRUCTIONS

- The following practical assessment will require the Participant to complete work related activities.
- The Assessor will conduct observations of the Participant's work to determine whether they display sufficient practical skills and knowledge.
- Please fill in the details below – providing your name, signature and date of assessment.
 - The Participant's signature acknowledges that the Assessor provided clear instructions and the Participant understood what was required to complete this assessment.
- The Assessor may substitute a Practical Task with an alternate task of equal value.
 - Alternate tasks must be fully documented by the assessor in the Assessor Comments area.

Participant name Tess Veldink

Participant signature Tess Veldink

Date 9/06/2020

Assessor name _____

Assessor signature _____

Date Click here to enter a date.

Task	Task outcome (Tick)	
	Satisfactory	Not Yet Satisfactory
Task 1 (Occasion 1)	☐	☐
Task 1 (Occasion 2)	☐	☐

ASSESSOR COMMENTS

Practical Task 1 (2X)

Description of task:

On two (2) occasions, a suitable observer is to verify the participant's ability to produce schedules of resource requirements so that orders can be placed for materials and labour for projects, and costs can be recorded and tracked as they are incurred.

- **Occasion 1:** Residential project
- **Occasion 2:** Commercial project

The participant is to gather evidence of how they have completed each component of the Practical Task, which is to be submitted with this Practical Assessment sheet. Evidence to be submitted may include:

- A copy of a material/labour schedule or supplier list for a project
- A copy of a purchase order for purchasing materials or other resources
- A cost report
- Site condition reports or dilapidation reports
- Contract documents
- Call forward sheets
- Variations

The observer is to provide detailed comments on the tasks completed by the participant. The assessor is to verify the observer's comments in the Assessor Comments section, and provide the Practical Assessment outcome on the front cover of this document.

Resources required:

Contract documentation (including plans and specifications), computer.

Assessment of task

Name of participant:	Tess Veldink	
Name of observer:	James Cooper	
Role of observer (Confirm suitability to sign)	Project Manager	
Email address of observer	reception@bluestarcorporate.com.au	
Signature of observer:		
Date:	9/06/2019	
When completing the task, did the participant:	Tick if satisfactorily completed. Provide comments if left unticked.	
	1 st Occasion	2 nd Occasion
1.A. Consider all contract conditions in the schedules, including: • All contractual requirements • Local government and regulatory bodies' conditions of approval • Colour selections • Variations to contracts, raised by the client or builder	☒	☒
1.B. Produce material and labour schedules, including: • Details of nominated suppliers and contractors in work schedules 1) Application of contract rates	☒	☒
1.C. Produce relevant overlay drawings.	☒	☒
1.D. Include contract details and instructions on orders.	☒	☒
1.E. Prepare site files, including: • All necessary site documents, including plans and specifications	☒	☒

• Preparation of call forward sheets, detailing all orders		
1.F. Analyse project costs against estimates during construction.	☒	☒
1.G. Analyse approved variation costs.	☒	☒
1.H. Provide a final project cost analysis.	☒	☒
1.I. Maintain data files of standard costs, including: • Approved variation cost increases • Changes to standard plans, specifications, and cost files	☒	☒
1.J. Effectively communicate using the following methods: • Verbally using language/concepts appropriate to cultural differences • Non-verbal communication	☒	☒
The Participant's performance was: ☒ Satisfactory ☐ Not Satisfactory		

OBSERVER COMMENTS

Both occasions explained each criterion through an email trail and multiple pieces of evidence.

1A At start of the email trail for both occasions all contract condition were briefly explained with the important parts highlighted with evidence attached. For the first occasion colour selection documentation and a variation was submitted however, no evidence was submitted for occasion two.

1B For this section nomination of suppliers was explained in full detail and a supplier list for each occasion was submitted showing how they track the nomination process. Work Order – contract rates were briefly touched on for the junior contract administrator for both occasions.

1C & 1D Both occasions discussed all elements of overlay drawings with drawing examples submitted as evidence. The contract details and order instruction were explained using a purchase order. All elements of the purchase order were explained with an example including the T&C's submitted as evidence.

1E The importance of preparing site document was highlighted and a list of various site documents was listed. Both occasions discussed the call forward sheet and inserted an example for reference. As evidence occasion one submitted a site investigation report and an executed contract. For occasion two a variation and a two week look ahead was submitted and explained. The issues of not submitted correct site documents was mentioned as well as drawings and specifications ownership.

1F, 1G & 1H The next three criteria for both occasions were explained in detail with tables and dot points. No evidence was submitted for any of the analysis topics however, it was well executed using the clear and appropriate language and concepts.

1I Again the next criteria for both occasions didn't have any evidence submitted. It was briefly explained in a small paragraph giving the reader the most important

information explaining; approved variation cost increase and changes to standard plans and cost files.

1J Both occasions used appropriate language and concepts to discuss and explain labour and materials order and schedules processes. Non-verbal communication was heavy in both occasion through the use of multiple email trails and attached documentation for reference.

Practical Task

Occasion 1 – Residential

To: dionveldink@coralhomes.com.au
From: tessdunning@coralhomes.com.au
Subject: Current project: 7 Cassim Place

Hi Dion,

Welcome to Coral Homes it's great to have a new team member on this project. As discussed, we will be working together on this residential project in Redland Bay – new 2 story brick house. As you are aware all project has tight schedules so it's very important to produce schedules for material and labour in order to ensure all costs are being recorded and tracked appropriately.

As you are a junior contract administrator, I'll be sending your information about the different processes and documents examples for you to refer back to.

The first thing that I'll discuss is contract conditions in the schedule including all contractual requirements, local Government conditions, colour selections and variations to contract.

A construction schedule is a concise list of activities that require to complete a project including – sequence of the tasks and timing of the tasks. Project schedules are used to track materials and labour required for each task. It's important to schedule tasks as the builder will not always have employees on hand who have the specialist skills required to complete a project.

Contractual Requirements

The contract determines the materials and labour required for the project. The contract is made up of different documentation such as commencement date, completion date, contract date, building specifications (such as, material, colour, product specifications), penalties and plan and elevation drawings.

Local Government conditions

Before starting construction, the builder must apply for the relevant local authority for the building permit. For example, this project we will need to adhere to the Redland City Council regulations. The council will then confirm that the building plans comply with relevant building laws. This step should be approved before any scheduling is done for the project, as conditions could vary e.g. start times, working days.

Colour Selections

There is a lot to consider with the schedule so it's important to factor in the owner's requirements for the colour schemes and selections. Some colour requests may require a special order to be made. Our contracts ensure that all colour selections are covered for interior and exterior. Attached is the colour selection documents from this project that the

client has already filled out. We give this to all our clients as they have the opportunity to select a custom request or the standard request (from the contract).

Variations to Contract

As you might already be aware variations for projects are very common. A variation is a change in the type, extent or quality of the works being undertaken. Most building contracts allow for variation where changes to the physical building works are required, as it is not unusual for minor things to be overlooked into in the contract which results in a variation. Variations need to be confirmed by the client as they can include additional costs or delays in the project. Common variations include, changes to a room size, moving walls, kitchen layouts, internal fittings and colour selections. Attached is a variation that the clients requested due to additional changes made at the colour selection stage.

This is all the information for the first stage – Thanks Dion. Please let me know if you have any questions.

Thanks,

Tess Dunning
Senior Contract Administrator

To: dionveldink@coralhomes.com.au
From: tessdunning@coralhomes.com.au
Subject: Current project: 7 Cassim Place

Hi Dion,

This email is going to be about producing material and labour schedules.

~~Nominating suppliers and contractors for works~~

Finding the right supplier is essential for building a successful project. You need to find a company that is reliable and meets the contract and project needs. Having a reliable supplier is an important part of providing the customer with quality products and service at a competitive price.

Attached is the supplier list we will be using for this project. As you can the left column displays the materials we will need for the project and three supplier we have approached to quote. We then give the supplier a due date for the quote, and from there we chose the best supplier for the job. We take into consideration quality, availability and delivery times.

Once we have awarded the supplier, we might do up a supplier agreement if the order is over \$20,000. If not, we send through our company terms and conditions for their perusal. Sometimes we will negotiate with suppliers, as sometimes one supplier can offer multiple goods or service. We then discuss and make a deal often so we can save money.

COLOUR SELECTION DISCLAIMER
(as discussed with Colour Co-ordinator)

TO: Coral Homes
RE: Lot 48 Cassim Place, Redland Bay

JOB NO: J7847

I/we acknowledge and accept that I/we have completed our colour selection with the Colour Co-ordinator and I/we have been asked by the Colour Co-ordinator to check the selection carefully and thoroughly, which I/we have now done.

I/We further acknowledge and accept that the Colour Co-ordinator has explained very clearly that by signing the colour selection and this disclaimer I/we are accepting full responsibility for its accuracy.

I/We finally acknowledge and accept that Coral Homes will build my home in line with this selection (and any signed variations that may result) and I/we do not hold Coral Homes responsible for my/our selection or any dissatisfaction arising from my/our choice of colours or product.

Signed:

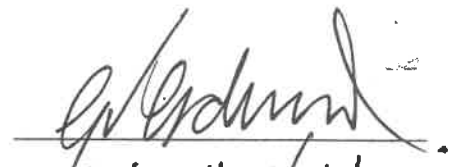
Name:

Date:



JEFFREY LEE VELDINK

14 / 7 / 03



Gabrielle Veldink

14 / 7 / 03



"Built On Trust"

PRELIMINARY COLOUR SELECTION

Please ensure you have **completed** the following Preliminary Colour Selection **prior** to making the formal colour selection appointment with your colour co-ordinator **Leanne Campbell : 0408 348 804**.

Formal colour selection cannot be performed until your building application has been lodged. **When you attend the formal colour selection appointment please bring this completed selection and your completed electrical layout plan.**

BRICK SELECTION

Bricks can be selected from the Coral Homes standard range of single height PGH Bricks (as outlined below). Should you require any additional works for flush or ironed joints, off white or pure white mortar or a brick not included in Coral Homes standard range of PGH Bricks, please note this on the preliminary colour selection. The additional costs for these items will be included in a colour selection variation.

- * Aztec Tan
- * Bathurst
- * Beachmere
- * Derwent
- * Eucumbene
- * Grosvenor
- * Hotham
- * Hunter
- * Katoomba
- * Lithgow
- * Nowra
- * Pumicestone
- * Sussex
- * Thredbo
- * Will not be available if selected post Christmas 2002.

BRICK BLENDS:

- * Alexander - Eucumbene / Hotham
- * Bangalow - Hotham / Lithgow
- * Fox Tail - Beechmere / Pumicestone
- * Kentia - Bathurst / Grosvenor / Lithgow
- * Pandanus - Thredbo / Sussex
- * Royal Blend - Katoomba / Nowra

Please Note:

- The Coral Homes standard range of bricks is subject to change due to availability from the supplier
- Natural mortar with raked joints is standard
- Fronzola Collection bricks with matching coloured mortar and flush joints are not permitted.

Your Brick Selection

Name of Supplier:	PGH	Joints (if applicable):	
Name of Colour:	Cedar	Mortar Colour (if applicable):	off white
Colour Code (if applicable):			
Render (if applicable):	Type: N/A	Colour: N/A	

PAVER SELECTION

Pavers can be selected from the Coral Homes standard range of PGH pavers (as outlined below).

Aztec Cream
Aztec Red
Aztec Tan

Firestone Bronze
Kalgoolie Gold

Kawana Gold
Kingscliff

Laguna Sand
Terracotta Blend

Please Note:

- The Coral Homes standard range of pavers is subject to change due to availability from the supplier
- Pavers to be laid on a "Fibrecrete" reinforced concrete slab
- Pavers to be laid on a 90 degree / 45 degree standard selected Herringbone pattern.

Your Paver Selection

Name of Supplier:	PGH	Name of Colour:	Main: Kalgoolie Gold
Colour Code (if applicable):			Border: Aztec Red

ROOF TILE SELECTION

Roof Tiles can be selected from the Coral Homes standard range of Monier colours - ELABANA PROFILE (as outlined below).

Arabian Red
Beech
Blaze
Chocolate
Colorado

Daintree
Forest
Heritage Red
Hurricane
Midnight

Moroccan Tan
Mushroom
Seakist
Sunburst

Please Note:

- The Coral Homes standard range of Roof Tile colours is subject to change due to availability from the supplier
- Roof Tile profile will be determined by colour chosen

Your Roof Tile Selection

Name of Colour:	Midnight	Colour Code (if applicable):	
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FASCIA, GUTTER AND DOWNPIPES SELECTION

Fascia, Gutter & Downpipe colours can be selected from the Coral Homes standard range of Colorbond colours (as outlined below).

Armour Grey
Birch
Capri
Caulfield Green
Cotta Sand

Ebony
Gull Grey
Heritage Red
Merino
Mist Green

Mountain Blue
Off White
Pale Terracotta
Quartz
Rivergum

Slate Grey
Smooth Cream
Stone
Torres Blue
Tuscan Red
Wheat

Please Note:

- The Coral Homes standard range of Fascia, Gutter & Downpipe colours is subject to change due to availability from the supplier

Your Fascia, Gutter & Downpipes Selection

Name of Fascia Colour:	Merino	Colour Code (if applicable):	
Name of Gutter Colour:	Ebony	Colour Code (if applicable):	
Name of Downpipe Colour:	Cotta Sand	Colour Code (if applicable):	

WINDOWS AND SLIDING GLASS DOOR FRAMES SELECTION

Windows and sliding glass door frames colour can be selected from the Boral window standard range of powdercoated colours (as outlined below).

Anotec Grey
Anotec Silver Grey
Black

Brunswick Green
Clear Anodised
Hunter Red

Merino
Mountain Blue
Primrose

White
White Birch

Please Note:

- The Boral window standard range of powdercoated windows and sliding glass door colours is subject to change due to availability from the supplier

Your Windows and Sliding Glass Door Frame Selection

Name of Colour:	Merino	Colour Code (if applicable):	
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GARAGE DOOR SELECTION

Garage door colours can be selected from the Coral Homes standard range of Colorbond colours (as outlined below).

Birch
Caulfield Green
Ebony

Heritage Red
Merino
Mist Green

Mountain Blue
Off White
Pale Terracotta

Rivergum
Slate Grey
Smooth Cream

Stone (Beige)
Torres Blue
Wheat

Please Note:

- The Coral Homes standard range of Garage door Colorbond colours is subject to change due to availability from the supplier

Your Garage Door Selection

Name of Colour:	Merino	Colour Code (if applicable):	
-----------------	--------	------------------------------	--

PAINT SELECTIONS

Coral Homes use **DULUX** trade paints exclusively. Paint Colours can be selected from the Coral Homes range of **full strength** Dulux white based colours, to be confirmed by Coral Homes Head Office. Colour charts showing all Dulux colours are available at most local hardware stores. **PLEASE SELECT FROM THE "SPECIFIER" RANGE OF COLOURS.**

Please Note:

- Coral Homes allow for one colour only to each of the following groups of surfaces :-
 - Walls
 - Internal woodwork
 - Internal doors
 - External woodwork
 - External doors

NB: Choose only light to medium colours for external doors due to manufacturer's warranty condition.
- Additional paint colours to any of the abovementioned groups will incur an extra charge of \$90.00 per additional colour.
- Ceiling and cornice colour to be white only.**
- Any feature bands, feature trims, beading, etc. depicted in a different colour will incur additional charges.
- Due to the size of the Coral Homes standard range of Dulux white based colours all paint selections are to be confirmed at your formal colour selection.
- Due to problems associated with colour matching and touch ups only full strength colours are able to be selected (ie no half or quarter strength colour mixes).
- Feature walls painted using feature paints i.e. suede or metallic effects will not be carried out by Coral Homes. However, clients can liaise with the painter at client's cost and direction.

Your Paint Selections

Walls			
Name of Colour:	Seed Pearl		
Colour Code (if applicable):			
Internal Woodwork		Internal Doors	
Name of Colour:	Sandy Day	Name of Colour:	Sandy Day
Colour Code (if applicable):		Colour Code (if applicable):	
External Woodwork		External Doors	
Name of Colour:	Merino	Name of Colour:	Merino (colour Bond colour)
Colour Code (if applicable):	Colour Bond colour	Colour Code (if applicable):	

Eaves Seed Pearl

KITCHEN LAMINATE SELECTIONS

Kitchen laminate colours can be chosen from the varied range of Wilsonart, Formica, Duropal and Laminex colours, textures and finishes. Feel free to visit these companies to view their product samples.

Please Note:

- Due to the large range of laminate colours and finishes available and the varied usage of the colours, all laminate selections are to be confirmed and may be subject to additional cost.
- Wilsonart brand laminates to be used for cupboard doors and drawers can only be selected from the "Panelart" range of colours.
- Woodgrain finish laminates will be subject to additional cost due to extra works involved in matching the timber grains.
- Benchtops may have either post formed (rolled) edges or builders timber edge.
- Gloss finish laminate to Kitchen benches are **not** permitted due to problems associated with scratching and loss of finish.
- Please measure your microwave and advise your colour consultant of these dimensions at formal colour selection stage. Remember to allow space for air flow around the microwave.

Your Kitchen Laminate Selections

Benchtop		Cupboards	
3 Cupboards except for →		only these Doors: Double overhead cupboards next to range hood	
Name of Supplier:	Laminex	Name of Supplier:	Laminex
Name of Colour:	Twine 359	Name of Colour:	Wild Birch 679
Colour Code (if applicable):	flint finish	Colour Code (if applicable):	Natural finish

3 Double under sink

CERAMIC TILE SELECTIONS

Ceramic Tiles can be selected from the Coral Homes standard range of tiles which is on display in the showrooms of Coral Homes standard tile suppliers. The names of the standard tile suppliers and their showroom locations are outlined in the "Preliminary colour selection viewing locations" sheet attached.

A "Coral Homes Tile Selection Sheet" is attached to record your selections and should be completed when you visit your preferred tile supplier (see "Ceramic Tile Selection Client Notes").

Please Note:

- Coral Homes standard range of tiles is based on the standard range as displayed in the showrooms of Coral Homes' preferred tile suppliers.
- If you select tiles outside the Builder's standard range you will be responsible for paying any extra costs directly to the tile supplier.
- Coral Homes allow for floor tiling to wet areas only (unless otherwise noted in your contract). The extent of floor tiling to wet areas is depicted on plans by hatching marks ##
- Coral Homes allow for wall tiling in Bathroom, Ensuite, W.C., Kitchen and Laundry to heights specified below (unless otherwise noted in your contract)
 - Shower recesses - 1800mm high.
 - Around bath measured from floor - 900mm high.
 - Skirting tile to remainder - 150mm high.
 - Splashback to laundry tub - 400mm high.
 - Splashback to kitchen benches - 400mm high for single-storey home and 600mm high for 2-storey home.
- **Please Note:** White grout to wall tiles and cement grout to floor tiles. Other coloured grouts will **not** be carried out by Coral Homes. However, clients can liaise with the tile supplier / tiler at client's cost and direction.
- If you choose to have floor or wall tiling to areas or heights greater than those included in your contract you will be responsible for paying any additional tile supply and tilers labour costs
- All tiles are to be selected from one of the standard tile suppliers only
- Should you choose to select tiles from another or second supplier you:
 - Will have to request a variation to delete the supply of the tiles from the contract
 - Will have to pay for the tiles directly to the supplier (regardless of whether we have an account with the supplier).
 - Will be responsible for their delivery to the building site (including arranging access if the house is at lock-up stage).
 - Will be responsible for their insurance (Owner supplied goods are not covered by the Builders insurance).
- You must have a general idea of your colour theme when selecting tiles.
- Do not select wall tiles for use as floor tiles. If you do, Coral Homes will not accept any responsibility for scratching or cracking of tiles.

- Floor tiles with any dimension equal to or larger than 300mm are unsuitable to obtain falls to floor wastes in wet areas. If tiles of this size or larger than this are selected, Coral Homes will NOT lay them.
- When selecting tiles please note that if you require special laying patterns (e.g. diagonal or borders as used in heritage look) additional costs will apply due to special laying patterns being labour intensive and requiring additional tiles due to wastage created by cutting tiles to suit pattern.
- Your tiling contractor will contact you prior to starting works to arrange a meeting on site to discuss laying of the tiles. At this meeting you can also discuss any additional works you require and arrange to pay the tiling contractor directly for these additional works. Coral Homes strongly advise that clients request a written quotation for all additional works from the tiling contractor.
- **Please Note:** Due to the intricate nature of ceramic tiling and possibility for error, your attendance at the on site meeting with the tiler is essential. This meeting will ensure the correct placement and laying pattern of your selected tiles. Coral Homes shall not be held responsible for incorrect tiles being laid should the Owner not attend the on site meeting.
- **Please Note:** Coral Homes will not become involved should a dispute arise over additional works agreed to between the client and tiling contractor.
- The "Coral Homes Tile Selection Sheet" must be submitted to your preferred tile supplier (see "Ceramic Tile Selection Client Notes"). Please ensure that the tile company records your choice of tiles on the Coral Homes selection sheet and that you have a copy of the paperwork.
- It is the Owner's responsibility to ensure that the tile supplier has an accurate record of their selections and as such Coral Homes will not be held responsible for incorrect tiles being supplied to site.

PRELIMINARY COLOUR SELECTION VIEWING LOCATIONS

CORAL HOMES VIEWING LOCATIONS:

- **Crestwood Heights**, Crestwood Drive, Ashmore, Gold Coast
- **Peregian Springs**, Highgrove Circuit, Peregian Beach, Sunshine Coast
- **Roselands Estate**, Roselands Drive, Coffs Harbour
- **The Domain**, Lema Circuit, Kuraby, South Brisbane
- **Toowoomba**, Cnr. Spring and Stronfelt St., Toowoomba
- **Pelican Waters**, Midden Place, Pelican Waters, Sunshine Coast
- **Country Club Estate**, Sunningdale Court, Albany Creek
- **Westlands Estate**, Horizon Drive, Ballina

PGH BRICKS & PAVERS:

- | | | | |
|-----------------------------------|--------------|--|--------------|
| • Bellwood Street, Darra | 07-3801-4455 | • Lake McDonald Drive, Cooroy | 07-5447-6244 |
| • Kremzow Road, Brendale | 07-3881-2977 | • ABC Bricks, Cnr. Lensgate & Pine Ridge Roads, Labrador | 07-5594-0933 |
| • Mills, Racecourse Road, Ballina | 02-6686-8055 | • 213 McDougall St., Toowoomba | 07-4634-6333 |
| • Metford Road, East Maitland | 02-4933-7211 | • L111, No 5 Newcastle Drive, Toormina | 02-6653-3111 |
| • Coral Homes Viewing Locations | | | |

MONIER ROOF TILES:

- | | | | |
|-----------------------------------|--------------|--|--------------|
| • Bellwood Street, Darra | 07-3801-4455 | • Kremzow Road, Brendale | 07-3881-2977 |
| • Production Avenue, Warana Beach | 07-5493-1211 | • 29 Hutchinson Street, Burleigh Heads | 07-5522-7100 |
| • Coral Homes Viewing Locations | | | |

BORAL WINDOWS:

- | | | |
|-----------------------------|--------------|---------------------------------|
| • 67 Robinson Road, Geebung | 07-3265-2744 | • Coral Homes Viewing Locations |
|-----------------------------|--------------|---------------------------------|

STODDARTS AND B & D PANELIFT COLOURS:

Coral Homes Viewing Locations

DULUX PAINT:

Samples of Dulux colours are available from your local hardware store.

LAMINEX:

- | | | | |
|-------------------------------------|--------------|---|--------------|
| • 70 Colebard St., West Archerfield | 07-3277-4661 | • Lot 5 Pinter Dve Southport | 07-5591-3622 |
| • 38 Kayleigh Drive, Maroochydore | 07-5743-3304 | • 11 Habib Dve South Lismore | 02-6621-7211 |
| • 41 Kremzow Road, Strathpine | 07-3205-5288 | • 101 Mains Bridge Drive, Coffs Harbour | 02-6651-1244 |
| • Coral Homes Viewing Locations | | | |

WILSONART:

- | | | | |
|--|--------------|---|--------------|
| • Home Ideas Centre, Cnr. Pacific Hwy & Old Chatswood Rd, Springwood | 07-3808-3553 | • Northcoast Tiles: - | |
| • 32 Lawrence Dve, Nerang | 07-5596-4351 | ▪ Cnr Third Avenue and Kingsford Smith Parade, Maroochydore | 07-5443-4166 |
| • 853 Nudgee Road, Northgate | 07-3267-6977 | ▪ Cnr Caloundra Road & Sydal Street, Caloundra | 07-5491-2566 |
| • Coral Homes Viewing Locations | | ▪ 170 Eumundi Road, Noosaville | 07-5449-0444 |

FORMICA:

- | | | | |
|--------------------------------------|--------------|-----------------------------|--------------|
| • 317 Bilsen Road, Geebung | 07-3246-6800 | • Production Avenue, Kawana | 07-5493-1211 |
| • Sharps, 21 Wheeler Cres, Currumbin | 07-5598-1855 | | |

WILLIS BROS MARBLE & GRANITE:

- 4 Energy Crescent, Ernest 07-5571-7633
- WK Marble & Granite (Wholesaler), 30 Brendan Drive, Nerang 07-5596-7989

DUROPAL:

- 17 Telford Place, Labrador 07-5529-3003
- Coral Homes Viewing Locations

NORTHCOAST TILES:

- Cnr Third Avenue & Kingsford Smith Parade, Maroochydore 07-5443-4166
- Northcoast Tiles cover the Sunshine Coast only and if selected for areas south of Caboolture will incur an extra charge of \$95.00.

BEAUMONT TILES:

- 14 Roberts Road, Kunda Park 07-5445-4454
- Cnr Pacific Highway & Riverdell Street, Sth Tweed Heads 07-5524-4579
- 2/130 Southpine Road, Strathpine 07-3881-1090
- 1/25 Upton Street, Bundall 07-5592-0299
- 101 Jijaws Street, Sumner Park 07-3376-4977
- 325 River Street, Ballina 02-6686-7133
- 42 Compton Road, Underwood 07-3808-2494
- 21 Colebard St West, Archerfield 07-3373-6259

AMBER TILES:

- 250 Morayfield Road, Morayfield 07-5428-6666
- 36 Greenway Drive, Tweed Heads 07-5524-9196
- 3355 Pacific Hwy, Springwood 07-3209-1522
- 40 Upton Street, Bundall 07-5592-0460
- 15 Crosby Road, Albion 07-3256-2933
- 171 Eumundi Road, Noosaville 07-5449-0444
- Cnr Caloundra Road & Sydal Street, Caloundra 07-5491-2566
- Christies Homemaker Centre, Cnr Gympie & Zillmere Roads, Zillmere 07-3863-0922

NORTHERN RIVER CERAMICS:

- 155 Orlando Street, Coffs Harbour 02-6652-1408

TRADITIONAL TILES TOOWOOMBA:

- 142 Russell Street, Toowoomba 07-4638-3119

METRO TILES GOLD COAST:

- 239 Brisbane Road, Labrador 07-5537-2399
- 80 Bundall Road, Bundall 07-5538-6011

METRO TILES TOOWOOMBA:

- 663 Ruthven Street, Toowoomba 07-4639-2152

CONCEPT TILES:

- 1117 Ipswich Road, Moorooka 07-3892-3525
- 390 Nicklin Way, Bokarina 07-5493-4688
- 707 Gympie Road, Lawnton 07-3205-8453
- 1/8 Lawrence Drive, Nerang 07-5596-5644

MAJER TILES:

- 82 Kingston Road, Underwood 07-3290-0066
- 68 Bundall Road, Bundall 07-5526-9444
- Cnr Montpelier & Breakfast Creek Roads, Newstead 07-3852-4444
- 384 Nicklin Way, Bokarina 07-5493-4755

YAMBA TILES & LIGHTS:

- 14 Treelands Drive, Yamba 02-6646-2525
- 07-5526-9444

C. grade carpet Studio Line Riverbank 35/8115
 50% wool NewBeige
 50% Syn

Sliding Wardrobe Doors - Colour

Colonial Doors - Denmark

Microwave measurement W 495mm H 355mm D 525mm

Vanities in all bathrooms x3 tops - Polar White - flint
 cupboards Tuscan Pear - flint
 638

Revised: 31/10/02

Mail Box within bricks - Black

CORAL HOMES COLOUR SELECTION

Job Number J 7847

Clients Name: JEFFREY & GABRIELE VOLONIK Date: 14/7/03

Building Address: LY8 CASSIN PLACE PLEASANT BAY

Selectors Name: LEANNE CAMPBELL

EXTERNAL WALLS		
BRICKS	☒ Supplier:	<u>P.G N</u>
	☒ Type:	<u>CEDAR</u>
	☒ Range:	<u>R</u>
BRICK HEIGHT	☒ Single Height	☒ Standard
	☐ Double Height	☐ As per contract ☐ To be charged by variation
MORTAR	☒ Natural	☒ Standard
COLOUR	☒ Off White	☒ As per contract ☐ To be charged by variation
	☐ Pure White	☐ As per contract ☐ To be charged by variation
	☐ Black	☐ As per contract ☐ To be charged by variation
	☐ Brown	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation
JOINTS	☒ Raked	☒ Standard
	☐ Flush	☐ As per contract ☐ To be charged by variation
	☐ Ironed	☐ As per contract ☐ To be charged by variation
PAINTED FINISH BRICKWORK OVER COMMON BRICKS	☐ Light Bagged	☐ As per contract ☐ To be charged by variation
	☐ Sponge Render Armour	☐ As per contract ☐ To be charged by variation
	☐ Texture Coat	☐ As per contract ☐ To be charged by variation
	☐ Toscani AB	☐ As per contract ☐ To be charged by variation
	☐ Ultrafine Flat	☐ As per contract ☐ To be charged by variation
	☐ Swirl (2mm)	☐ As per contract ☐ To be charged by variation
	☐ Travertine (1.5mm)	☐ As per contract ☐ To be charged by variation

PLEASE NOTE

- **Single height bricks are used for "Bagged and Painted" finish**
- **Double height bricks are used for all "Rendered" finishes**
- **Bagging samples on display boards are indicative only as may vary on site**
- **Colour of external walls is to be as nominated in Paint selection**

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

Revised 20-May-03 Page 1

Date: 14/7/03

CORAL HOMES COLOUR SELECTION

Job Number **J7847**

ROOF SELECTION		
MONIER CONCRETE ROOF TILES		
ELABANA	☐ Beech	☐ Standard
PROFILE	☐ Blaze	☐ Standard
	☐ Cedar	☐ Standard
	☐ Chocolate	☐ Standard
	☐ Colorado	☐ Standard
	☐ Forest	☐ Standard
	☐ Heritage Red	☐ Standard
	☐ Hurricane	☐ Standard
	☐ Light Khaki	☐ Standard
	☒ Midnight	☒ Standard
	☐ Moroccan Tan	☐ Standard
	☐ Mushroom	☐ Standard
	☐ Silver Ash	☐ Standard
	☐ Sunburst	☐ Standard
ROMANO	☐ Palermo	☐ As per contract ☐ To be charged by variation
PROFILE	☐ Pisaro	☐ As per contract ☐ To be charged by variation
	☐ Sorrento	☐ As per contract ☐ To be charged by variation
	☐ Torino	☐ As per contract ☐ To be charged by variation
TRADITIONAL	☐ Cottage Grey	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
PROFILE	☐ Dark Ivy	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Goldstone	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Heritage Red	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Midnight	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Sahara	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Saltbush	☐ As per Deluxe Pack from 01/07/03 - 30/12/03 ☐ To be charged by variation
	☐ Storm Blue	☐ To be charged by variation
HIP & RIDGE STYLE	☐ Standard Profile	☐ Standard
BARGE STYLE	☐ Standard Profile ONLY	☐ Standard
OTHER CONCRETE	☐ Supplier:	☐ As per contract ☐ To be charged by variation
ROOF TILE	☐ Colour:	
	☐ Profile:	

CORAL HOMES COLOUR SELECTION

Job Number 7847

FASCIA, GUTTER AND DOWNPIPES		
OLD		
STODDART FASCIA, GUTTER AND DOWNPIPES	☐ Armour Grey	☐ As per contract ☐ To be charged by variation
	☐ Birch	☐ As per contract ☐ To be charged by variation
	☐ Caulfield Green	☐ As per contract ☐ To be charged by variation
	☐ Ebony	☐ As per contract ☐ To be charged by variation
	☐ Gull Grey	☐ As per contract ☐ To be charged by variation
	☐ Heritage Red	☐ As per contract ☐ To be charged by variation
	☐ Merino	☐ As per contract ☐ To be charged by variation
	☐ Mist Green	☐ As per contract ☐ To be charged by variation
	☐ Mountain Blue	☐ As per contract ☐ To be charged by variation
	☐ Off White	☐ As per contract ☐ To be charged by variation
	☐ Rivergum	☐ As per contract ☐ To be charged by variation
	☐ Slate Grey	☐ As per contract ☐ To be charged by variation
	☐ Smooth Cream	☐ As per contract ☐ To be charged by variation
	☐ Tuscan Red	☐ As per contract ☐ To be charged by variation
	☐ Zinalume	☐ As per contract ☐ To be charged by variation

NEW		
STODDART FASCIA, GUTTER AND DOWNPIPES	☐ Blue Ridge	☐ As per contract ☐ To be charged by variation
	☐ Bushland	☐ As per contract ☐ To be charged by variation
	☐ Classic Cream	☐ As per contract ☐ To be charged by variation
	☐ Cottage Green	☐ As per contract ☐ To be charged by variation
	☐ Deep Ocean	☐ As per contract ☐ To be charged by variation
	☐ Dune	☐ As per contract ☐ To be charged by variation
	☐ Headland	☐ As per contract ☐ To be charged by variation
	☐ Ironstone	☐ As per contract ☐ To be charged by variation
	☐ Jasper	☐ As per contract ☐ To be charged by variation
	☐ Manor Red	☐ As per contract ☐ To be charged by variation
	☒ Night Sky <i>GUTTER</i>	☐ As per contract ☐ To be charged by variation
	☐ Pale Eucalypt	☐ As per contract ☐ To be charged by variation
	☒ Paperbark <i>FASCIA, D'PIPES</i>	☐ As per contract ☐ To be charged by variation
	☐ Plantation	☐ As per contract ☐ To be charged by variation
	☐ Sandbank	☐ As per contract ☐ To be charged by variation
	☐ Shale Grey	☐ As per contract ☐ To be charged by variation
	☐ Surf Mist	☐ As per contract ☐ To be charged by variation
	☐ Wilderness	☐ As per contract ☐ To be charged by variation
	☐ Windspray	☐ As per contract ☐ To be charged by variation
	☐ Woodland Grey	☐ As per contract ☐ To be charged by variation
	☐ Zinalume	☐ As per contract ☐ To be charged by variation
GUTTER STYLE	☐ Trimline	☐ Standard
	☐ Quad	☐ As per contract ☐ To be charged by variation

PLEASE NOTE

****Please write "Fascia", "Gutter" and "Downpipes" next to applicable colour**

****If home is connected to water tanks downpipes will be PVC with a painted**

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Revised 20-May-03 Page 5

Signed by Owner(s):

Date: 14/7/03

CORAL HOMES COLOUR SELECTION

Job Number 7847

GARAGE DOORS		
OLD		
Panelmaster Door	☐ Birch	☐ Standard
(Woodgrain)	☐ Caulfield Green	☐ Standard
	☐ Ebony	☐ Standard
	☐ Heritage Red	☐ Standard
	☐ Merino	☐ Standard
	☐ Mist Green	☐ Standard
	☐ Mountain Blue	☐ Standard
	☐ Off White	☐ Standard
	☐ Pale Terracotta	☐ Standard. Available until stocks are exhausted
	☐ Rivergum	☐ Standard
	☐ Slate Grey	☐ Standard
	☐ Smooth Cream	☐ Standard
	☐ Stone	☐ Standard. Available until stocks are exhausted
	☐ Torres Blue	☐ Standard. Available until stocks are exhausted
	☐ Wheat	☐ Standard. Available until stocks are exhausted
NEW		
Panelmaster Door	☐ Classic Cream	☐ Standard
(Woodgrain)	☐ Cottage Green	☐ Standard
	☐ Deep Ocean	☐ Standard
	☐ Dune	☐ Standard
	☐ Manor Red	☐ Standard
	☐ Night Sky	☐ Standard
	☐ Pale Eucalypt	☐ Standard
	☒ Paperbark	☒ Standard
	☐ Surfmist	☐ Standard
	☐ Wilderness	☐ Standard
	☐ Woodland Grey	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Glass Panels	☐ Design:	☐ As per contract ☐ To be charged by variation
Auto Control	☐ Yes	☐ As per contract ☐ To be charged by variation
	☐ No	☐ Standard

PLEASE NOTE

**** If auto control is not required, a handle will be provided**

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

Revised 20-May-03 Page 8

Date: 14/7/03

CORAL HOMES COLOUR SELECTION

Job Number 7847

WINDOWS		
BORAL WINDOWS		
WINDOW AND SLIDING DOOR FRAME COLOURS	☐ Anotec Dark Grey	☐ Standard
	☐ Anotec Silver Grey	☐ Standard
	☐ Black	☐ Standard
	☐ Brunswick Green	☐ Standard
	☐ Hunter Red	☐ Standard
	☐ Merino	☐ Standard
	☐ Mountain Blue	☐ Standard
	☐ Off White	☐ Standard
	☐ Primrose	☐ Standard
	☐ Smooth Cream	☐ Standard
	☐ White	☐ Standard
	☐ White Birch	☐ Standard

WINDOW GLAZING		
Bathroom	☐ Clear Glass	☐ Spotswood Obscure Glass
Ensuite	☐ Clear Glass	☐ Spotswood Obscure Glass
W.C.	☐ Clear Glass	☐ Spotswood Obscure Glass
Other Wet Area	☐ Clear Glass	☐ Spotswood Obscure Glass

☐ Tinted Glass as per contract

GLASS BLOCKS		
☐ Location:		
☐ Style:		
☐ Other:	☐ As per contract ☐ To be charged by variation	

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

Revised 20-May-03 Page 11

Date: 14/7/03

CORAL HOMES COLOUR SELECTION

Job Number 7847

FRONT ENTRY DOOR		
☐	XC1	☐ Standard
☐	XC2	☐ Standard
☐	SG1	☐ Standard
☐	SG2	☐ Standard
☐	SG4	☐ Standard
☐	SG5	☐ Standard
☐	SG11	☐ Standard
☒	Other: <u>XVP10</u>	☒ As per contract ☐ To be charged by variation
☐	Door Glazing:	☐ As per contract ☐ To be charged by variation
☐	Sidelight:	☐ As per contract ☐ To be charged by variation
☐	Sidelight Glazing:	☐ As per contract ☐ To be charged by variation
Glazing Number:		

PLEASE NOTE

****A sidelight is an individual unit. For glass to entry frame please enter selection into "Entry Frame Fixed Glass"**

ENTRY FRAME FIXED GLASS (if applicable)		
☐	Clear	☐ Standard
☐	Seadrift	☐ Standard
☐	Spotswood	☐ Standard
☐	Satinlite	☐ Standard
☐	White Cathedral	☐ Standard
☐	Other:	☐ As per contract ☐ To be charged by variation

OTHER EXTERNAL DOORS		
☐	Location:	
☐	Standard	
☐	Other:	☐ As per contract ☐ To be charged by variation
☐	Door Glazing:	

☐	Location:	
☐	Standard	
☐	Other:	☐ As per contract ☐ To be charged by variation
☐	Door Glazing:	

XVP10 is noted in Tender Letter, Client would like XVP11 instead?

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

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CORAL HOMES COLOUR SELECTION

Job Number 7847

EXTERNAL DOOR LOCKS		
External		
Door Furniture		
Gainsborough		Colour - see Legend below
Governor: (GOV)	☐ Standard	Lifetime Brass, Antique Brass, Antique Copper, Polished Stainless Steel, Satin Stainless Steel
Premier: (PRM)	☐ Standard	Lifetime Brass, Antique Brass, Antique Copper
Consul: (CON)	☐ Standard	Polished Brass, Antique Brass, Antique Copper
Majestic Lever: (MAJ)	☐ To be charged by variation	Polished Brass, Bright Chrome, Satin Chrome
Tri Lock 890:	☐ To be charged by variation	Bright Gold, Bright Chrome, Satin Chrome, Champagne Nickel
Tri Lock 890 Lever:	☒ To be charged by variation	Bright Gold, Bright Chrome, <u>Satin Chrome</u> , Champagne Nickel
Hole Trims		
1st Impressions 997:	☐ Incl. Deluxe Pack	Lifetime Brass, Antique Brass, Antique Copper, Bright Chrome, Satin Chrome
	☐ To be charged by variation	
Double Cylinder		
Deadlocks *	☒ As per Tender Letter	
	☐ Inc. Deluxe Pack	Stainless Steel, <u>Satin Stainless Steel</u>
	☐ To be charged by variation	
External Hinges	☐ Bronze ☒ Chrome ☒ Standard	

PLEASE NOTE

* Owner to nominate which hinged doors to have Deadlock fitted.

Legend:

Antique Brass = AB
 Antique Copper = AC
 Bright Chrome = BC
 Bright Gold = BG
 Lifetime Brass = LB
 Polished Brass = PB
 Polished Stainless Steel = PS
 Satin Chrome = SC
 Satin Stainless Steel = SS

* PLEASE NOTE *
 OPENING DOOR TO BE LEFT DOOR,
 TO ENTRY.

* TO CREDIT DEADLOCK TO ENTRY.

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

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Job Number 7847

PLEASE NOTE

**** Dark colours to external entrance doors may twist or warp due to the sun / heat etc, and as a consequence will NOT be covered by manufacturer's warranty.**

CORAL HOMES COLOUR SELECTION

Job Number 7847

INTERNAL DOORS		
Passage Doors	☐ Flush Panel	☐ Standard
	☐ Pacific	☐ As per contract ☐ To be charged by variation
	☐ Oakfield	☐ As per contract ☐ To be charged by variation
	☐ Chateau	☐ As per contract ☐ To be charged by variation
	☐ Vienna	☐ As per contract ☐ To be charged by variation
	☒ Other <u>DENMARK</u>	☐ As per contract ☐ To be charged by variation
<u>BILL OK.</u>		
Skirtings/Architraves	☐ F/J Pine Classic	☐ Standard
	☐ F/J Pine Splayed	☐ Standard
	☐ F/J Pine Colonial	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
NOT AVAILABLE COFFS HARBOUR	☐ Meranti Splayed	☐ As per contract ☐ To be charged by variation
	☐ Meranti Colonial	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation
COFFS HARBOUR ONLY	☐ Meranti Bevelled	☐ As per contract ☐ To be charged by variation
Cornice	☒ 55mm	☐ Standard
	☐ 90mm	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

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CORAL HOMES COLOUR SELECTION

Job Number 7847

INTERNAL DOORS cont			
Internal			
Door Furniture			
Gainsborough		Backplates Colour - see Legend below	
Whitehall: (WHI)	☐ Standard	Bright Gold, Bright Chrome, Satin Chrome, White	
Henley: (HEN)	☐ Standard	Bright Gold only	
Platinum Henley: (PLH)	☐ Standard	Bright Chrome only	
Belgrave: (BEL)	☐ Standard	Bright Gold	
Antique Whitehall: (ANWH)	☐ Standard	Bright Gold, Bright Chrome, Antique	
Almond Ivory: (AIV)	☐ Standard	Bright Gold, Bright Chrome, Champagne Nickel	
Antique Henley: (AHEN)	☐ To be charged by variation	Bright Gold only	
Plymouth Brass: (PLY)	☐ To be charged by variation	Polished Brass	
Diplomat: (D)	☐ To be charged by variation	Bright Gold, Bright Chrome, Satin Chrome, Champagne Nickel	
Porcelain Lever			
Whitehall: (WHI)	☐ To be charged by variation	Bright Gold	
STAGE	☒ GAINSBOROUGH	9600 SERIES 9632 SC FORM LEVER ON ROUND NO. 10	
Decorator Metal			
Lever			
Regal: (RGL)	☐ To be charged by variation	Bright Gold, Bright Chrome, Satin Chrome	
Royale: (ROY)	☐ To be charged by variation	Bright Gold, Bright Chrome, Satin Chrome	
Windsor: (WDR)	☐ To be charged by variation	Bright Gold, Bright Chrome, Satin Chrome	
Internal Hinges			
☐ Gold		☐ Standard	
☒ Chrome		☐ Standard	
☐ Bronze		☐ Standard	

SATIN CHROME
VARIATION

PLEASE NOTE

****Pacific and Oakfield doors are NOT suitable for staining**

Legend:

Antique = AN
Bright Chrome = BC
Bright Gold = BG
Champagne Nickel = CN
Polished Brass = PB
Satin Chrome = SC
White = W

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

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Date: 14/7/03

CORAL HOMES COLOUR SELECTION

Job Number 7847

VINYL SLIDING ROBE DOORS		
Frame Colour	☐ Polished Gold	☐ Standard
	☐ Polished Silver	☐ Standard
	☐ Almond Ivory	☐ Standard
	☒ White Birch	☒ Standard
	☐ White	☐ Standard
	☐ Polished Bronze	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Vinyl Colour -	☒ Aegean Birch White	☒ Standard
	☐ Aegean Ivory	☐ Standard
	☐ Aegean Pearl Cream	☐ Standard
	☐ Aegean Porcelain	☐ Standard
	☐ Aegean Silver Grey	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Smart Robe	Door Type:	
	☐ Flush Panel	☐ Standard
	☐ Pacific	☐ As per contract ☐ To be charged by variation
	☐ Oakfield	☐ As per contract ☐ To be charged by variation
	☐ Chateau	☐ As per contract ☐ To be charged by variation
	☐ Vienna	☐ As per contract ☐ To be charged by variation
	☐ Other	☐ As per contract ☐ To be charged by variation
	Aluminium Track:	
	☐ Ivory Cream	☐ As per contract ☐ To be charged by variation
	☐ Ivory Pearl	☐ As per contract ☐ To be charged by variation
	☐ White	☐ As per contract ☐ To be charged by variation
	Finger Grips:	
	☐ Timber (2 per door)	☐ As per contract ☐ To be charged by variation
	☐ Flush pulls (1 per door)	☐ As per contract ☐ To be charged by variation
	☐ Colour:	
Mirrored Panels	☒ In lieu of vinyl sliding doors	☐ As per contract ☐ To be charged by variation
	To: <u>8601. white Birch frame:</u>	
Future Robe	☐ Saving Credits	☐ As per contract ☐ To be charged by variation
	Provision Only To:	

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

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CORAL HOMES COLOUR SELECTION

Job Number 7847

KITCHEN	
Bench Top (Laminate)	Company: <u>LAMINEX</u> Colour: <u>TWINE</u> Code: <u>359</u> Texture/Finish: <u>FLINT FINISH</u> Other: ☐ As per contract ☐ To be charged by variation
Bench Top (Granite)	Company: Colour Range: ☐ Low ☐ As per contract ☐ To be charged by variation ☐ Mid ☐ As per contract ☐ To be charged by variation ☐ High ☐ As per contract ☐ To be charged by variation Colour: ☐ As per contract ☐ To be charged by variation Edge: ☐ 40mm ☐ As per contract ☐ To be charged by variation ☐ 20mm ☐ As per contract ☐ To be charged by variation Style of Edge: ☐ As per contract ☐ To be charged by variation
Bench & Servery	☐ Tasi Oak Trim ☐ Standard
Edging	☒ Postform Edging ☐ Standard ☐ Refer Granite Top ☐ As per contract ☐ To be charged by variation
Cupboard Door & Drawer Fronts only	Company: <u>LAMINEX</u> Colour: <u>TWINE</u> Code: <u>359</u> Texture/Finish: <u>LAMINWOOD</u> Other: <u>LAMINEX</u> ☐ As per contract ☐ To be charged by variation <u>WILD BIRCH 679</u> <u>NATURAL LAMINWOOD TO CUPBOARDS</u>
Extra Features	Colorform: ☐ Yes ☐ As per contract ☐ To be charged by variation Pattern: Hardform: ☐ Yes ☐ As per contract ☐ To be charged by variation Pattern: Plasterboard Tower ☐ Option A - 620MM ☐ Standard ☐ Option B - 550MM ☐ As per contract ☐ Variation to contract
Microwave Space	Standard microwave space cut-out dimensions: 440mm high x 640mm wide x 480mm deep. Please advise if size of microwave space needs to be increased. Details (if applicable):
Laminated Tower	☐ In lieu of plasterboard ☐ As per contract ☐ To be charged by variation Details -

UNDER
SINK x 2
OVER HOOD
CUPBOARDS
x 2 LEFT OF
RANGE HOOD
CENTRE &
PANTY DOOR

PLEASE NOTE

- **Kitchen kickboards will be same colour as Door and Drawer fronts
- **Kitchen Cupboard, Drawer and Dishwasher space interiors will be White melamine
- **When Postform edging is selected bench EDGES only will be postformed, any ends will have a square edge
- **Laminated wall oven tower dimensions will be to suit Wall Oven as selected

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

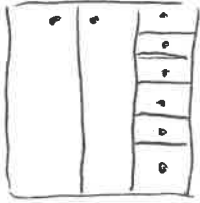
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CORAL HOMES COLOUR SELECTION

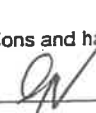
Job Number 7847

KITCHEN cont		
Plastic Handles	☐ Mushroom Knobs	☐ Standard
* Nominate handle	☐ Golfball Knobs	☐ Standard
position in space	☐ 16mm D (flat)	☐ Standard
provided *	☐ 10mm D (round)	☐ Standard
	☐ C Pull	☐ Standard
	☐ Tasi Oak D Pull	☐ Standard
	☐ Patterned C Pull	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation
Plastic Handle	☐ Colour:	

Metal Handles	☐ 1556010	☐ Standard
	☐ 1556014	☐ Standard
* Nominate handle	☒ 1556016	☐ Standard
position in space	☐ 1556018	☐ Standard
provided *	☐ 1535606	☐ Standard
	☐ 1535600	☐ Standard
	☐ 1535604	☐ Standard
	☐ 1535608	☐ Standard
	☐ 1535586	☐ Standard
	☐ 1535580	☐ Standard
	☐ 1535584	☐ Standard
	☐ 1535588	☐ Standard

Handle Position	☐ Coral Homes Option # - <u>1</u>
------------------------	--

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):  

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CORAL HOMES COLOUR SELECTION

Job Number 7847

KITCHEN SINK		
Standard	☒ Clark "Advance" 2503F	☒ Standard
(includes flickmixer)	(Righthand Drainer)	
	☒ Clark "Advance" 2503F	☒ Standard
	(Lefthand Drainer)	
	☐ Other:	☐ As per contract ☐ To be charged by variation
	Make:	
	Model:	
	Colour:	
	☐ Left Hand Drainer	
	☐ Right Hand Drainer	

PLEASE NOTE

** Standard Clark "Advance" sink is suitable for a flickmixer tap only

**If client requests sink drainer to be on opposite side to plan a variation must be raised

KITCHEN TAPWARE		
Standard		
Tasman Flickmixer	☒ Chrome	☒ Standard
Posh Solus	☐ Chrome Pullout Spray Flickmixer	☐ As per contract ☐ To be charged by variation
Other Tap Set	☐ Make:	☐ As per contract ☐ To be charged by variation
	☐ Colour:	☐ As per contract ☐ To be charged by variation

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

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CORAL HOMES COLOUR SELECTION

Job Number 7847

WALL OVEN AND COOKTOP		
Standard Wall Oven		
Blanco	☐ BSO600X SS multi function	☐ Standard
	☐ BSO600W White multi function	☐ Standard
	☐ BSO602X	☐ Standard as per Deluxe Inclusions Pack only
Standard Cooktop		
Blanco	☐ BCER64X SS solid cooktop	☐ Standard
	☐ BCER64W White solid c'top	☐ Standard
	☐ BCCK64NX	☐ Standard as per Deluxe Inclusions Pack only
Other Wall Oven		
	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	☐ Gas ☐ Electric	
	Colour:	
	Size:	
Other Cooktop		
	☒ Make: <u>BLANCO</u>	☐ As per contract ☐ To be charged by variation
	Model: <u>GM R54400W/X</u>	
	☐ Gas ☐ Electric	
	Colour: <u>STAINLESS STEEL</u>	
	Size:	

PLEASE NOTE: Wall ovens and underbench ovens are proud mount finish from plaster / laminate (extrudes from face).

UPRIGHT COOKER (If applicable)	
Upright Stove	☐ Make: ☐ As per contract ☐ To be charged by variation
	Model:
	☐ Gas ☐ Electric
	Colour:
	Size:

RANGEHOOD	
Blanco	☐ Caprice BRFS601SS ☐ Standard
	☐ Caprice BRFS601WW ☐ Standard
	☒ BRSS602RSS ☐ Standard as per Deluxe Inclusions Pack only
	<u>STAINLESS STEEL AS PER TECHNICAL LETTER</u>
Other Rangehood	☐ Make: ☐ As per contract ☐ To be charged by variation
	Model:
	Colour:
	Size:

DISHWASHER	
Dishwasher	☐ Yes ☐ As per contract ☐ To be charged by variation
	Make:
	Model:
	Colour:
	Size:
(PROVISION ONLY)	Water Connection: ☒ COLD (standard)

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): GA

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CORAL HOMES COLOUR SELECTION

Job Number 7847

BATHROOM

Standard Bath

- | | |
|---|--|
| ☒ White | ☒ Standard |
| ☐ Almond Ivory | ☐ Standard |

Other Bath

- | | |
|--|---|
| ☒ Make: <u>STYLUS MIRAGE</u> | ☒ As per contract ☐ To be charged by variation |
| Model: <u>CORNER STYLE</u> | |
| Colour: <u>WHITE</u> | |
| Size: <u>1300 x 1300</u> | |

Spa Bath

- | | |
|--|---|
| ☒ Stylus Maxxum Mirage | ☒ As per contract ☐ To be charged by variation |
| ☐ Other: | ☐ As per contract ☐ To be charged by variation |
| Model: | |
| Colour: | |
| Size: | |
| Number of Jets: | |
| Colour of Jets: | |

Mirror Frame

- | | |
|---|--|
| ☒ White | ☐ Standard |
| ☐ White Birch | ☐ Standard |
| ☐ Almond Ivory | ☐ Standard |
| ☒ Polished Silver | ☐ Standard |
| ☐ Polished Gold | ☐ Standard |
| ☐ Other: | ☐ As per contract ☐ To be charged by variation |

Shower Screen

- | | |
|--|-----------------------------------|
| ☒ Pivot door | ☐ Standard |
|--|-----------------------------------|

Door

- | | |
|---|-----------------------------------|
| ☐ Three door enclosure | ☐ Standard |
|---|-----------------------------------|

Shower Screen

- | | |
|---|-----------------------------------|
| ☒ Clear | ☐ Standard |
|---|-----------------------------------|

Glass

- | | |
|---------------------------------|--|
| ☐ Other: | ☐ As per contract ☐ To be charged by variation |
|---------------------------------|--|

Shower Screen

- | | |
|--------------------------------|-----------------------------------|
| ☐ White | ☐ Standard |
|--------------------------------|-----------------------------------|

Frame

- | | |
|--------------------------------------|-----------------------------------|
| ☐ White Birch | ☐ Standard |
|--------------------------------------|-----------------------------------|

- | | |
|---------------------------------------|-----------------------------------|
| ☐ Almond Ivory | ☐ Standard |
|---------------------------------------|-----------------------------------|

- | | |
|---|-----------------------------------|
| ☒ Polished Silver | ☐ Standard |
|---|-----------------------------------|

- | | |
|--|-----------------------------------|
| ☐ Polished Gold | ☐ Standard |
|--|-----------------------------------|

- | | |
|---------------------------------|--|
| ☐ Other: | ☐ As per contract ☐ To be charged by variation |
|---------------------------------|--|

Towel Rail

- | | |
|--------------------------------|-----------------------------------|
| ☐ White | ☐ Standard |
|--------------------------------|-----------------------------------|

- | | |
|---------------------------------------|-----------------------------------|
| ☐ Almond Ivory | ☐ Standard |
|---------------------------------------|-----------------------------------|

- | | |
|--|--|
| ☒ Posh Solus <u>DOUBLE</u> | ☐ As per contract ☐ To be charged by variation |
|--|--|

- | | |
|-----------------------|--|
| Colour: <u>CITRUS</u> | |
|-----------------------|--|

- | | |
|---------------------------------|--|
| ☐ Other: | ☐ As per contract ☐ To be charged by variation |
|---------------------------------|--|

CORAL HOMES COLOUR SELECTION

Job Number 7847

BATHROOM cont		
Other Towel Rail	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	

Toilet Roll Holder	☐ White	☐ Standard
	☐ Almond Ivory	☐ Standard
	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour: <u>Chrome</u>	
	☐ Other:	☐ As per contract ☐ To be charged by variation
Other Toilet Roll Holder	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	

Standard Toilet	☐ White	☐ Standard
Cistern & Seat	☐ Almond Ivory	☐ Standard
Standard Toilet Pan	☐ White	☐ Standard
	☐ Almond Ivory	☐ As per contract ☐ To be charged by variation
Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Cistern/Seat	Model:	
	Colour:	
	Size:	
Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Pan	Model:	
	Colour:	

Standard Tapware	☐ Almond Ivory with Chrome trim	☐ Standard
(Irwell Tasman)	☐ Almond Ivory with Gold trim	☐ Standard
	☐ Chrome with Chrome Trim	☐ Standard
	☐ Chrome with Gold Trim	☐ Standard
	☐ White with Chrome trim	☐ Standard
	☐ White with Gold trim	☐ Standard
	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation
Other Tapware:	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model/Colour:	

Slide Rail to Shower:	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

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Signed by Owner(s): [Signature]

Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

BATHROOM cont	
Laminated Vanity	☒ Company: LAMINEX ☐ As per contract ☐ To be charged by variation
Top	Colour: POLAR WHITE
	Code: 205
	Texture: FLWT FINISH
Laminated Vanity	☒ Company: LAMINEX
Base Fronts	Colour: TUSCAN PEARL
	Code: 638
	Texture: LAMINWOOD NATURAL.
Laminated Vanity	Size: 1200
Details	Drawers: 1 BANK OF DRAWERS
	Doors: 3 DOORS
Bowl(s)	☒ Make: CAROMA
	Model: CONCORDE SEMI RECESSED
	Colour:
Vanity Handle^	☒ Shape/Style: 1556016
	☒ Colour: SATIN CHROME
	☒ Position: 1 (KNOB)

PLEASE NOTE

^ Refer to Kitchen Handles for selection

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

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Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

ENSUITE 1

Mirror Frame	☐ White	☐ Standard
	☐ White Birch	☐ Standard
	☐ Almond Ivory	☐ Standard
	☒ Polished Silver	☒ Standard
	☐ Polished Gold	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Bath	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	
Spa Bath	☐ Stylus Maxxum Mirage	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	
(Jets to match bath colour)	Number of Jets:	
	Colour of Jets:	
Shower Screen	☒ Pivot	☐ Standard
Door	☐ Three door enclosure	☐ Standard
Shower Screen	☐ Clear	☐ Standard
Glass	☐ Other:	☐ As per contract ☐ To be charged by variation
Shower Screen	☐ White	☐ Standard
Frame	☐ White Birch	☐ Standard
	☐ Almond Ivory	☐ Standard
	☒ Polished Silver	☒ Standard
	☐ Polished Gold	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Towel Rail	☐ White	☐ Standard
	☐ Almond Ivory	☐ Standard
<u>2x</u>	☒ Posh Solus <u>SINGLE</u>	☐ As per contract ☐ To be charged by variation
	Colour: <u>CHERRY</u>	
	☐ Other:	☐ As per contract ☐ To be charged by variation

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): ly J.

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Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

ENSUITE 1 cont

Other Towel Rail	☒ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	

Toilet Roll Holder	☒ White	☐ Standard
	☐ Almond Ivory	☐ Standard
	☒ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour: <u>chrome</u>	
	☐ Other:	☐ As per contract ☐ To be charged by variation
Other Toilet Roll Holder	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	

Standard Toilet	☒ White	☐ Standard
Cistern & Seat	☐ Almond Ivory	☐ Standard
Standard Toilet pan	☒ White	☒ Standard
	☐ Almond Ivory	☐ As per contract ☐ To be charged by variation
Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Cistern/Seat	Model:	
	Colour:	
	Size:	

Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Pan	Model:	
	Colour:	
Standard Tapware	☐ Almond Ivory with Chrome trim	☐ Standard
(Irwell Tasman)	☐ Almond Ivory with Gold trim	☐ Standard
	☒ Chrome with Chrome Trim	☒ Standard
	☐ Chrome with Gold Trim	☐ Standard
	☐ White with Chrome trim	☐ Standard
	☐ White with Gold trim	☐ Standard
Other Tapware:	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model/Colour:	
	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation

Slide Rail to Shower:	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Revised 20-May-03 Page 29

Signed by Owner(s): 96

Date: 14-7-03

CORAL HOMES COLOUR SELECTION

Job Number 7847

ENSUITE 1 cont		
Laminated Vanity	☒ Company: Laminex	☐ As per contract ☐ To be charged by variation
Top	Colour: FIRST FINISH POLAR WHITE	
	Code: 205	
	Texture: SM FIRST FINISH	
Laminated Vanity	☒ Company: Laminex	
Base Fronts	Colour: TUSCAN PEAR	
	Code: 638	
	Texture: LAMINWOOD NATURAL	
Laminated Vanity	Size: 1500	
Details	Drawers: 2 BANKS OF DRAWERS	
	Doors: 3 DOORS	
Bowl(s)	☒ Make: CAROMA DOUBLE BOWL	
	Model: CONCORDS SGM, RECESSED	
	Colour: WHITE	
Vanity Handle^	☒ Shape/Style: 1556016	
	☒ Colour: SATIN CHROME	
	☒ Position: 1 (WOOD)	
PLEASE NOTE ^Refer to Kitchen handles for selection		
ENSUITE 2 (if applicable)		
Mirror Frame	☐ White	☐ Standard

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): gvd

Revised 20-May-03 Page 31

Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number

7847

POWDER ROOM (if applicable)		
Mirror Frame	☐ White	☐ Standard
	☐ White Birch	☐ Standard
	☐ Almond Ivory	☐ Standard
	☐ Polished Silver	☐ Standard
	☐ Polished Gold	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Shower Screen	☐ Pivot	☐ Standard
Door	☐ Three door enclosure	☐ Standard
Shower Screen	☐ Clear	☐ Standard
Glass	☐ Other:	☐ As per contract ☐ To be charged by variation
Shower Screen	☐ White	☐ Standard
Frame	☐ White Birch	☐ Standard
	☐ Almond Ivory	☐ Standard
	☐ Polished Silver	☐ Standard
	☐ Polished Gold	☐ Standard
	☐ Other:	☐ As per contract ☐ To be charged by variation
Towel Rail	☐ White	☐ Standard
	☐ Almond Ivory	☐ Standard
Other Towel Rail	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	
	☒ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour: <u>Cherry</u>	
	☐ Other:	☐ As per contract ☐ To be charged by variation
Toilet Roll Holder	☐ White	☐ Standard
	☐ Almond Ivory	☐ Standard
	☒ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour: <u>Cherry</u>	
	☐ Other:	☐ As per contract ☐ To be charged by variation
Other Toilet Roll Holder	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model:	
	Colour:	
	Size:	

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

[Signature]

Revised 20-May-03 Page 36

Date: 14-7-03

Job Number 7847

POWDER ROOM (if applicable) cont		
Standard Toilet	☒ White	☒ Standard
Cistern & Seat	☐ Almond Ivory	☐ Standard
Standard Toilet pan	☒ White	☒ Standard
	☐ Almond Ivory	☐ As per contract ☐ To be charged by variation
Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Cistern/Seat	Model:	
	Colour:	
Other Toilet	☐ Make:	☐ As per contract ☐ To be charged by variation
Pan	Model:	
	Colour:	

Standard Tapware	☐ Almond Ivory with Chrome trim	☐ Standard
(Irwell Tasman)	☐ Almond Ivory with Gold trim	☐ Standard
	☐ Chrome with Chrome Trim	☐ Standard
	☐ Chrome with Gold Trim	☐ Standard
	☐ White with Chrome trim	☐ Standard
	☐ White with Gold trim	☐ Standard
Other Tapware:	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model/Colour:	
	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation

VFOIL VANITY	☐ Cathedral ☐ Windsor	☐ Standard
	☐ Deville**	☐ Standard
Vanity Top	☐ White	☐ Standard
(Traditional Profile)	☐ Almond Ivory	☐ Standard
Vanity Base	☐ White	☐ Standard
	☐ Almond Ivory	☐ Standard
Vanity Size	☐ 750mm x 450mm	☐ Standard
	1door & 1 bank of 3 drawers	
	☐ 1200mm x 450mm	☐ As per contract ☐ To be charged by variation
	2 doors & 2 banks of 3 drawers	
	☐ Other	☐ As per contract ☐ To be charged by variation
Handle Backplates for Cathedral and Windsor units only	☐ Gold ☐ Chrome	☐ Standard

PLEASE NOTE

****Vanity handle colour will match base colour**

****Deville style vanities have only Bow style handles**

CORAL HOMES COLOUR SELECTION

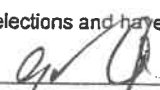
Job Number **7847**

POWDER ROOM (if applicable) cont	
Laminated Vanity	☒ Company: Laminex ☐ As per contract ☐ To be charged by variation
Top	Colour: POLAR WHITE
	Code: 205
	Texture: FAINT FINISH
Laminated Vanity	☒ Company: Laminex
Base	Colour: TUSCAN PEAR
	Code: 638
	Texture: LAMINWOOD
Laminated Vanity	Size: 750
Details	Drawers: 1 x BANK OF DRAWERS
	Doors: 1 x DOOR
Bowl(s)	☐ Make: CALUMA
	Model: CONCORDE Semi RECESSED
	Colour: WHITE
Vanity Handle^	☒ Shape/Style: 155 6016
	☒ Colour: SATIN CHROME
	☒ Position: 1 (LOW)

PLEASE NOTE

^Refer to Kitchen handles for selection

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): 

Revised 20-May-03 Page 38

Date: **14.7.03**

CORAL HOMES COLOUR SELECTION

Job Number 7847

LAUNDRY		
Laundry Tub	☐ MC10 (acrylic bowl) White	☐ Standard
	☐ Clark 8011 (S/S bowl) White	☐ As per contract ☐ To be charged by variation
	☒ Other: <u>Clark 8011T</u>	☐ As per contract ☐ To be charged by variation
	<u>45 LITRE STAINLESS STEEL</u>	
Standard Tapware	☐ Almond Ivory with Chrome trim	☐ Standard
(Irwell Tasman)	☐ Almond Ivory with Gold trim	☐ Standard
	☐ Chrome with Chrome Trim	☐ Standard
	☐ Chrome with Gold Trim	☐ Standard
	☐ White with Chrome trim	☐ Standard
	☐ White with Gold trim	☐ Standard
Other Tapware:	☐ Make:	☐ As per contract ☐ To be charged by variation
	Model/Colour:	
	☐ Posh Solus	☐ As per contract ☐ To be charged by variation
	Colour:	
	☐ Other:	☐ As per contract ☐ To be charged by variation
LAUNDRY BENCH (if applicable)		
Bench Top	☐ Company:	☐ As per contract ☐ To be charged by variation
	Colour:	
	Code:	
	Texture:	
Bench Edging	☐ Tasi Oak Trim	☐ Standard
	☐ Postform Edging	☐ Standard
	(Please refer to note below)	
Cupboard Door & Drawer Fronts only	☐ Company:	
	Colour:	
	Code:	
	Texture:	
Laundry Handle^	☐ Shape/Style:	
	☐ Colour/Code:	
	☐ Position:	

PLEASE NOTE

^Refer to Kitchen handles for selection

**Laundry bench selections are only applicable if bench to Laundry is included in contract

**Laundry kickboards will be same colour as Door and Drawer fronts

**Laundry cupboard and drawer space interiors will be white malamine

**When Postform edging is selected bench EDGES only will be postformed, any ends will have a square edge

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

Revised 20-May-03 Page 39

Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

OTHER ITEMS		
Wall Clothesline	☐ Beige	☐ As per contract ☐ To be charged by variation
12 Line	☐ Heritage Green	☐ As per contract ☐ To be charged by variation
10 Line		
Rotary Clothesline	☐ Heritage Green	☐ As per contract ☐ To be charged by variation
Ezyfold 4		
Other		☐ As per contract ☐ To be charged by variation
Clothesline Location	☐ Clothesline location is to be as indicated on attached plan	

Metal Letter Box	☐ Kelly	☐ As per contract ☐ To be charged by variation
	☐ Cottage Can	☐ As per contract ☐ To be charged by variation
	☐ Classic with roof	☐ As per contract ☐ To be charged by variation
Metal Letter Box and Insert Colour	☐ White	☐ Claret
	☐ Primrose	☐ Heritage Green
Other Letter Box	☒ Details: <u>BRICKFACE LETTER BOX - AS PER TENDER LETTER</u>	
(Note: insert colour)	<u>WITH RAKED JOINTS</u>	
Letterbox Location	☐ Letterbox location is to be as indicated on attached plan	

Hot Water Service	☐ 250 Litre	☐ Standard
	☒ 315 Litre	☐ As per contract ☐ To be charged by variation
	☐ 400 Litre	☐ As per contract ☐ To be charged by variation
	☐ 130 Litre LP Gas / Natural Gas	☐ As per contract ☐ To be charged by variation
	☐ Other:	☐ As per contract ☐ To be charged by variation
	☐ Position as per final signed plans	

Ext. Tap Positions	☐ Position as per final signed plans
--------------------	---

Gas Bottle position	☐ Marked ☐ Yes	☐ As per contract ☐ To be charged by variation
(If required)		☐ Standard NSW ONLY

Electrical Plan	☒ Yes Builders Copy MUST be returned with Colour Selection
Received	Do not return colour selection to Head Office without Electrical Plan

**** WE ACKNOWLEDGE THAT ANY VARIATION TO THE CONTRACT OR COLOUR SELECTION ****
**** AFTER THIS DATE WILL INCUR AN ADMINISTRATION FEE OF \$100.00 PER ITEM ****

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Revised 20-May-03 Page 40

Signed by Owner(s): [Signature]

Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

CERAMIC TILING	
DETAILS OF CERAMIC TILES ARE AS PER CERAMIC TILE SELECTION SHEET COMPLETED AND SUBMITTED TO CORAL HOMES NOMINATED CERAMIC TILE SUPPLIER	
OWNER IS RESPONSIBLE FOR SUBMISSION OF CERAMIC TILE SELECTION SHEET TO TILE SUPPLIER	
PLEASE REFER TO CLIENTS NOTES ON CERAMIC TILE SELECTION SHEET	
Ceramic Tiling to	☒ Company: <u>AMBER</u>
Wet Areas	Branch: <u>SPRINGWOOD</u>
	Contact Name: <u>STEVE PLATT</u>
	Contact Ph:
Grout to walls *	☒ White ☐ Standard
Grout to floors *	☒ Cement ☐ Standard

Main Floor Tiles	☒ To areas as per attached plan	☐ Adjustment to rooms nominated in contract
		☐ To be charged by variation
		☐ Not required - Delete amount nominated in contract

PLEASE NOTE

*Other coloured grouts will not be carried out by Coral Homes. However, clients can liaise with the tile supplier / tiler at client's cost and direction.

**Additional Main Floor Tiles will be added to contract as "Builders Standard Range" to areas as indicated above.

**Any additional tile supply or labour charges shall be dealt with as per wet area tiles.

ALL COSTS ARE TO BE CONFIRMED BY HEAD OFFICE

CORAL HOMES COLOUR SELECTION

Job Number 7847

FLOOR COVERINGS

Carpet Selection	☐ To areas as per attached plan	☐ Adjustment to rooms nominated in contract
		☐ To be charged by variation
		☐ Not required - Delete amount nominated in contract
	☐ Range "A"	
	☒ Range "B"	
	☒ Range "C"	STUDIO LINE MASTER GRN. 39/8115
	☐ Carpet Colour -	NEW BEIGE
	☐ Carpet Type -	MASTER GRN

PLEASE NOTE

****If client is unable to select carpet colour, the total amount for carpet will be deleted from contract.**

Vinyl Selection	☐ To areas as per attached plan	☐ Adjustment to rooms nominated in contract
		☐ To be charged by variation
		☐ Not required - Delete amount nominated in contract
	☐ Heavy Duty Domestic	
	☐ Vinyl Colour -	
	☐ Vinyl Code -	

PLEASE NOTE

****Coral Homes will supply and install Heavy Duty Domestic Vinyl only**

****If client is unable to select vinyl colour, the total amount for vinyl will be deleted from contract**

Timber & Laminate Selection	☐ To areas as per attached plan	☐ Adjustment to rooms nominated in contract
		☐ To be charged by variation
		☐ Not required - Delete amount nominated in contract
	☐ Range "A" (Parador Laminate)	Colour:
	☐ Range "B" (3 Strip Van Gough)	Colour:
	☐ Timber Veneer	Colour:
	☐ Range "C" (1 Strip Cezanne)	Colour:
	☐ Timber Veneer	Colour:

PLEASE NOTE

****If client is unable to select timber / laminate floor colour, the total amount for**

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

Revised 20-May-03 Page 42

Date:

14-7-03

CORAL HOMES COLOUR SELECTION

Job Number 7847

FLYSCREENS	
Flyscreens	☒ To areas as per Tender Letter
	☐ Adjustment to number of screens nominated in contract
	☐ To be charged by variation
	☐ Not required - Delete screens nominated in contract

PLEASE NOTE****Flyscreen frame colour will be the same as the Window/Sliding door colour******All costs are to be confirmed by head Office**

SECURITY SCREENS	
Security Screens	☒ To areas as per Tender Letter
	☐ Adjustment to number of security screens nominated in contract
	☐ To be charged by variation
Colour of Grill:	☒ As per window frame
	☐ Black (Standard)
	☐ Not required - Delete security screens nominated in contract

PLEASE NOTE****All Security screens are 7mm Security mesh screens
(black grill unless colour chosen)******Security Screen colour will be the same as the Window/Sliding door colour******All costs are to be confirmed by head Office******Security Screens to both Sliding and Hinged doors include a keyed lock**

VERTICAL BLINDS	
Vertical Blinds	☐ To areas as per Tender Letter
	☐ Adjustment to number of vertical blinds nominated in contract
	☐ To be charged by variation
	☐ Not required - Delete vertical blinds nominated in contract
☐ Supreme Blockout Range	☐ Standard
☐ Vertical Blinds Colour -	
☐ Pelmets required	☐ No = Standard
	☐ Yes. To be charged by variation
☐ Track colour	☐ White = Standard
	☐ Cream = Standard

PLEASE NOTE****Coral Homes will supply and install Supreme Blockout Range Blinds only******If client is unable to select Vertical Blinds colour, the total amount for Vertical Blinds will be deleted from contract******Pelmet colour (if applicable) will be as per colour selected for Vertical Blinds****ALL COSTS ARE TO BE CONFIRMED BY HEAD OFFICE**

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s):

Revised 20-May-03 Page 44

Date: 14.7.03

CORAL HOMES COLOUR SELECTION

Job Number 7847

CLAY PAVERS		
Clay Pavers	☐ Aztec Cream	☐ Standard
	☒ Aztec Red	☒ Standard <u>BOARDER</u>
	☐ Aztec Tan	☐ Standard
	☐ Firestone Bronze	☐ Standard
	☒ Kalgoolie Gold	☒ Standard <u>BASE</u>
	☐ Kawana Gold	☐ Standard
	☐ Kingscliff	☐ Standard
	☐ Laguna Sand	☐ Standard
	☐ Terracotta Blend	☐ Standard

PLEASE NOTE

**Pavers to be laid on a 90 degree 45 degree standard Herringbone pattern.

I/We agree to the above Colour Selections and have read and agree to all relevant notes.

Signed by Owner(s): [Signature]

Revised 20-May-03 Page 45

Date: 14.7.03



"Built On Trust"

AUTHORITY FOR VARIATION TO CONTRACT

Date 30/07/03

Variation No: 7847.3
Job No 7847
DBW No 48CASS

Head Office:
PO Box 497,
Oxenford QLD 4210
Telephone: (07) 5529 4222
Facsimile: (07) 5529 4188

Newcastle Office:
PO Box 3129,
Hamilton Business Centre
Hamilton, NSW 2303
Telephone: (02) 4940 0822
Facsimile: (02) 4940 0366

Owners Jeffrey & Gabrielle Veldink
3 Camdre Court
CLEVELAND QLD 4163

Site Address Lot No 48 Cassim Place, REDLAND BAY

*THIS IS TO CERTIFY THAT THE VARIATIONS DETAILED HEREUNDER
HAVE THIS DAY BEEN AUTHORISED BY ME*

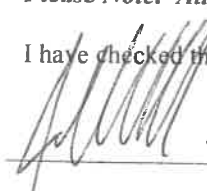
Estimate of delay for carrying out the works described in this variation will be **NIL** days.

"ADDITIONAL ITEMS DUE TO CHANGES MADE AT COLOUR SELECTION"

- | | |
|---|-------------|
| 1. Provide an additional Dulux internal gloss paint to all skirtings only (Dulux 'Seed Pearl' #40YY 75/084). | \$90.00 |
| 2. Provide Hume 'Vaucluse Premier' XVP11' hinged external double doors to front entry in lieu of Hume 'Vaucluse Premier' XVP10 doors as stated in signed Tender Letter dated 26/05/03 (includes paint finish doors, one (1) set of Builders standard external door furniture and two (2) weatherseals). | \$10.00 |
| 3. Supply and lay Carpetcall range "C" carpet on Bridgestone Airstep Black Comfort underlay to bedrooms 1, 2, 3 and 4, all robes, upper level hallways, staircase, linen cupboard and TV room in lieu of "B" range as stated in signed Tender Letter dated 26/05/03. | \$318.00 |
| 4. Please Note: Owner to supply Foldaway clothesline and Builder to install.
Note: Owner to liaise with Supervisor on site for positioning of clothesline. | NOTE |
| 5. Provide Gainsborough 'Satin Chrome' Trilock 3 in 1 Lever entrance lockset to front entry in lieu of standard lockset. | \$130.00 |
| 6. Reduction in contract amount to delete Gainsborough 850 double cylinder deadlock to double entry doors as stated in signed Tender Letter dated 26/05/03. | -\$88.00 |

Please Note: All prices quoted are inclusive of GST.

I have checked the above variations/s and find it/them in order


OWNERS


CONTRACTOR

Builder's copy letterhead – please sign and return within 5 days

(Please note: we will accept a fax copy provided the original is returned within 5 days)

Owner's copy blue – please retain for your records

NOTE: Variations must be signed before being performed. All variation amounts will be reconciled at final claim stage and added or deducted from your final account.

Author AWE

BLE
Page 1 of 2

Note: Deadlock to garage external door deleted in previous variation.

7. **Please Note:** Provide raked joints to 350mm x 884mm high face brickwork letter box in lieu of flush joints as stated in signed Tender Letter dated 26/05/03. \$0.00

Note: Metal mail insert can only be provided in following colours: White, Claret, Primrose, Heritage Green. Please select a colour.

8. **Please Note:** Provide 'Posh Solus' chrome single towel rail to power room in lieu of standard single towel rail. \$0.00

Note: Owner charged but towel rail to powder room is not noted in Tender Letter dated 26/05/03.

9. Provide Laminex 'Tuscan Pear' #638 woodgrain laminate finish to bathroom and ensuite vanity bases and laundry cupboard door and drawer fronts in lieu of standard laminate finish. \$270.00

10. Provide Laminex 'Wild Birch' #679 woodgrain laminate finish to kitchen pantry doors, two (2) cupboards under kitchen sink (left of drawers), and two (2) cupboards above cooktop left of rangehood in lieu of standard laminate finish. \$270.00

11. Provide Hume 'Denmark' feature internal doors in lieu of that stated in signed Tender Letter dated 26/05/03 (thirteen (13) doors in total). \$0.00

12. Provide Gainsborough Satin Chrome #9632SC on round rosette lever passage door furniture in lieu of standard internal door furniture (fifteen (15) doors in total). \$638.00

"ADDITIONAL ITEMS DUE TO CHANGES IN ELECTRICAL SPECIFICATION"

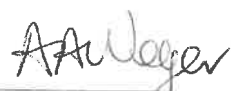
13. Coral Homes to provide standard electrical allowance as per Tender Letter and client to liaise with electrician on site regarding any extras required. **NOTE**

Total \$1,638.00

Please Note: All prices quoted are inclusive of GST.

I have checked the above variations/s and find it/them in order

OWNERS


CONTRACTOR

NOTE: Variations must be signed before being performed. All variation amounts will be reconciled at final claim stage and added or deducted from your final account.

Coral Homes - Supplier List				
7 Cassim Place Redland Bay				
Supplier	Date sent	Due Date	Price received	Awarded
Insulation				
Trade Builders Supplies	1/6/20	15/6/20	13/6/20	
H&L Builders Supplies	1/6/20	15/6/20		
A&D Discount Building Supplies	1/6/20	15/6/20	14/6/20	
Roofing				
Virginia Building Supplies	1/6/20	15/6/20	12/6/20	
Hudson Building Supplies	1/6/20	15/6/20	11/6/20	Yes
Trade Builders Supplies	1/6/20	15/6/20	12/6/20	
Decking				
Big River Group	1/6/20	15/6/20		
Trade Builders Supplies	1/6/20	15/6/20		
Langs Building Supplies	1/6/20	15/6/20	3/6/20	
Pine Framing				
H&L Builders Supplies	1/6/20	15/6/20	12/6/20	
Hudson Building Supplies	1/6/20	15/6/20	10/6/20	
A&D Discount Building Supplies	1/6/20	15/6/20		
Doors				
Brett's Trade Timber	1/6/20	15/6/20		
H&L Builders Supplies	1/6/20	15/6/20	6/6/20	
Surplus Building Supplies	1/6/20	15/6/20		
Cladding				
Trade Builders Supplies	1/6/20	15/6/20	8/6/20	
Big River Group	1/6/20	15/6/20	12/6/20	
H&L Building Supplies	1/6/20	15/6/20	10/6/20	Yes
General Hardware & Fixings				
Hudson Building Supplies	1/6/20	15/6/20	8/6/20	
Trade Builders Supplies	1/6/20	15/6/20	13/6/20	Yes
Virginia Building Supplies	1/6/20	15/6/20	10/6/20	

We then start with the ordering process firstly adding them to our call forward spreadsheet and work schedules.

Overlay drawings

Overlay drawings are drawings that show further detail on top of any existing plans and specifications. Overlay drawings are generally designed to, provide more visual clarity about a building process and, provide advice if there have been changes that require any specialist changes.

No additional approvals are required for this step as the drawings are showing additional information and not an encroachment outside of the original plans approved by the council. Attached is a copy of overlay drawings of the project we are working on together. Most of the additional information is in the kitchen and outside of the kitchen.

Contract details and order instructions

A Purchase Order should contain the following information;

1. Order date and delivery date
2. Purchase order number
3. Supplier details
4. Delivery details
5. Supplier contract information
6. Project Manager details
7. Product description
8. Terms and conditions
9. Total order cost

Attached is copy of a purchase order with Terms and Conditions that we have used for 7 Cassim Place.

A Work Order provides the instruction and specific work to be carried out e.g. work to be performed, time period and agreed rates. The contractor issues a Work Order to the subcontractor to advise the works and extent of the works.

Under this type of subcontract, the contractor is not obligated to give the subcontractor any work nor is the subcontractor obligated to accept any work from the contractor. Under the terms and conditions of the period subcontract the issuing of a Work Order for a specific project formalises the contractual arrangement between both parties.

Please let me know if you have any questions – Thanks Dion.

Kind Regards,

Tess Veldink
Senior Contract Administrator

PURCHASE ORDER 71224

To: H&L Builders Supplies
Attention: Jeff Jacobs
Address: 60 Riverside Place Morningside
Project: 7 Cassim Place
Delivery address: 7 Cassim Place Redland Bay

Date ordered: 11/06/20
Date required: 15/06/20

Authorised by: Tess Dunni **Signature:**

~~Dunning~~

Job Number	Quantity Ordered	Description of Materials	Unit Cost	Total Cost
7345	100	Fixings (screws & nuts)	\$ 0.30	\$ 30.00
7345	50	Timber panels cladding	\$ 13.50	\$ 675.00
7345	2	Drills	\$ 300.00	\$ 600.00
			Subtotal	\$ 1,305.00
			Plus GST	\$ 130.50
			Total Cost	\$ 1,435.50

1.0 DEFINITIONS

As used throughout these terms and conditions the following terms, shall have the same meanings set forth below unless otherwise indicated.

The term "Customer" means the party or parties, if any, to whom [REDACTED] shall sell or otherwise dispose of the Article;

The term "Supplier" or "Subcontractor" means the individual, partnership, corporation or other entity contracting to furnish the Article;

The word "Articles" refers to the goods, products, services, supplies, parts, work, performance, assemblies, technical data, drawings, units or other items constituting the subject matter of this contract which are to be furnished by the Supplier to [REDACTED] hereunder.

The term "Contract" includes in order of precedence, the following documents, the [REDACTED] Purchase order, an Amendment Advice, changes or supplements thereto, any special terms and conditions included herein and all specifications and terms made part hereof or incorporated by reference and the General Terms and Conditions of Purchase set forth herein.

The term "PPSA" means the Personal Property Securities Act 2009 (Cth), as amended from time-to-time.

2.0 ACCEPTANCE

The Supplier will be deemed to have accepted these terms and conditions by either:

2.1.1 communicating acceptance of a purchase order to [REDACTED]; or

2.1.2 supplying [REDACTED] with the Articles requested under the purchase order.

3.0 SPECIFICATIONS

All Articles supplied shall be in accordance with Quality Management Systems - Requirements AS/NZS ISO9001:2016 and the specification prepared by [REDACTED] provided that where the specification is not prepared by [REDACTED] all Articles shall be in accordance with the specification prepared by the customer or, if that specification is not relevant to the Articles, the Standards Australia's specification or, if that specification is not relevant to the Articles, the British Standard Specification or, where none of these specifications are relevant, in accordance with the detailed specification prepared by the Supplier and accepted by [REDACTED] in the case of project specific switchboards or luminaries, approval prior to manufacture is subject to the supply of samples and/or 1 original and 2 prints of "As For Construction" drawings. Within 10 days of the Articles supply "As Built" drawings and "Installation and Maintenance Manuals" shall be supplied. Switchboards shall include touch up paint to match and schedule cards with cover sheets mounted in each switchboard as a minimum or as per the specification.

4.0 INSPECTION AND RIGHT OF REJECTION

Inspectors nominated by [REDACTED] shall have access to the Suppliers premises at all times during working hours for the purpose of inspecting the Articles at any stage of their manufacture or preparation.

[REDACTED] may reject the Articles either in the course of manufacture or preparation or at any time thereafter (including after delivery) if it considers the Articles to contain defects in material or workmanship or to be not in accordance with the specification and, if requested by [REDACTED] the Articles rejected shall be removed from the premises of [REDACTED] or the customer (if delivered there) by the Supplier at the Suppliers expense and the cost of any demurrage, freight, cartage or haulage paid by [REDACTED] on demand. Except in the case of sub clause (4.3) applying, all Articles rejected shall be promptly replaced at the expense of the Supplier.

4.2 The required date of delivery stated for the Articles is the essence of this Contract. [REDACTED] may refuse any Articles and may cancel all or any part of this Contract if the Supplier fails to deliver all or any part of the Articles in accordance with the terms of this Contract. Extensions of time may be granted provided they are submitted in writing immediately the delay has become apparent and granted in writing by [REDACTED].

4.3 If the Articles are rejected under either sub clause (4.1) or sub clause (4.2) of this clause and in either case [REDACTED] notifies the Supplier of its determination to act under this sub clause [REDACTED] may contract with any person, firm or corporation to supply the Articles and may charge the Supplier or deduct from the amount owed by [REDACTED] to the Supplier the costs, expenses and losses, including incidentals and consequential damages incurred thereby, which are in excess of the Suppliers price for the Articles.

5.0 PROTECTION AND DELIVERY

The Supplier shall provide appropriate means to protect the Articles from damage or deterioration during any storage, handling and delivery. Until an accredited representative of [REDACTED] LTD accepts the delivery all risks shall be the Suppliers, in all respects. All Articles shall be delivered FIS (Free into Store) at the location nominated in this Contract. Deliveries must be delivered in accordance with the delivery schedule nominated in the Contract and must arrive prior to 2.00 pm with identification on each package clearly describing its contents and the relevant [REDACTED] Purchase Order Number.

6.0 WARRANTIES

6.1 The Supplier represents and warrants;

6.1.1 That the price charged for the Articles shall be no higher than the price nominated in this Contract and no higher than the Suppliers current price to any other customer for the same quantity of such Articles and under like conditions;

6.1.2 That all Articles delivered pursuant hereto will be new unless otherwise specified and free from any and all defects in materials and workmanship and that all Articles will conform to applicable specifications (including Drawings and standards of Quality and Performance) and that all Articles will be free from defects in design (when design is the responsibility of the Supplier) and suitable and safe for their intended use or purpose;

6.1.3 That all services performed pursuant hereto will be free from any and all defects in material and workmanship and will be performed in accordance with the specifications and instructions of [REDACTED] and the Supplier shall retain direction and control with respect to the manner and means of performing such service and shall at all times remain an independent Contractor.

6.2 The Supplier warrants and guarantees all Articles for a period of Twelve Months (or longer if Specified) after practical completion of the project.

7.0 SUBCONTRACTING AND ASSIGNMENT

The Supplier shall not assign its rights or obligations or any sums that may accrue to it or be due to it hereunder or subcontract any of the work provided for herein without the prior written consent of [REDACTED].

8.0 TAXES AND DUTIES

Unless otherwise specified in this Contract the prices to be paid to the Supplier as shown herein include all Federal, State and local taxes and all foreign taxes and all duties, foreign or domestic which are applicable to the Articles being furnished hereunder.

9.0 APPLICABLE LAWS

This Contract shall be governed by, subject to and construed according to the laws of the State or Territory in which the [REDACTED] Branch or site is situated and the parties accept the jurisdiction of the courts of that State or Territory and the Commonwealth of Australia. The Supplier shall comply with all applicable Federal, State and Local Laws.

10.0 LIABILITY

The Supplier shall be liable and shall indemnify [REDACTED] against any liability, loss, claim or proceeding in respect of any injury, loss or damage whatsoever to any property, real or personal, or in respect of any personal injuries to or death of any person whatsoever insofar as such injury, loss or damage arises out of or in the course of or by reason of the execution of the works or the Articles in relation to this contract provided always that the same is due to the negligence, omission, default or breach of the Supplier, the Supplier's servants or agents or of any Subcontractor, or the Subcontractor's servants or agents and provided further that the indemnity hereby given shall not be defeated or reduced by reason of any negligence, omission, default or breach of [REDACTED] or any person.

11.0 EXTRAS, CORRESPONDENCE AND PAYMENTS

11.1 The terms of payment are 60 Days from the invoiced end of month subject to the invoice being received by and dated on or before the 25th of each month ("the Cutoff Date"), the invoice displaying an approved Purchase Order Number and receipt from the Supplier of all documentation required by law and/or by this order. If the Cutoff Date falls on a non-business day, the Cutoff Date will be deemed to be the next business day following the non-business day. Any invoice not displaying an approved Purchase Order Number will be rejected. Retention may be held until the above requirements are fulfilled.

11.2 Except as otherwise provided in this contract, no payment for extra work of any type or description shall be made unless such extras and the price therefore has been authorised in writing by [REDACTED].

11.3 All correspondence regarding this order shall be expressly with [REDACTED] unless written permission is granted to the Supplier and/or Subcontractor by [REDACTED].

11.4 Monthly progress claims for Articles furnished to [REDACTED] will be paid under normal [REDACTED] terms and conditions of trading provided they are received by the Cutoff Date, include an itemised statement detailing the Articles supplied, the period of supply and the relevant [REDACTED] Purchase Order Number.

11.5 In the event of late delivery of goods or late completion of services required under this order the Supplier shall be liable for ALL damages incurred by [REDACTED] and other parties.

11.6 Offsite payments will only be made under the terms and conditions of [REDACTED] head contract. Where progress payments or off-site payments are made [REDACTED] shall retain full title of the goods or services.

12.0 PPSA

12.1 Terms in this clause 12.0 have the same meaning as in the PPSA.

12.2 By accepting these terms and conditions in the manner specified in clause 2.0, the Supplier agrees that this clause 12.0 takes precedence over any clause in the Supplier's terms and conditions that deals with or purports to deal with the PPSA, notwithstanding any statement in the Supplier's terms and conditions to the contrary.

12.3 The parties agree that [REDACTED] does not grant to the Supplier a purchase money security interest in the Articles, whether supplied previously or in the future, or a security interest in any [REDACTED] present and after acquired personal property.

12.4 The Supplier agrees that it will not register, or attempt to register, a security interest of any kind on the Personal Property Securities Register, in relation to the Articles or the present and after acquired personal property of [REDACTED] without the prior written consent of [REDACTED].

MASONRY TIES BOTH SIDES TO JOINT - EVERY 3rd COURSE.  SPONGE FOAM COMPOUND

5-10mm DEEP MORTAR TO FACE

10-15mm GAP BETWEEN BRICKWORK.

— A.J - ARTICULATED JOINT AS PER FLOOR PLAN
 - - - A.J - ARTICULATED JOINT AS PER ELEVATION

SPACED AT CENTRES RECOMMENDED IN SOIL REPORT

**MASONRY ARTICULATION
JOINT DETAIL.**

Hand-drawn floor plan of a house with the following dimensions and labels:

- Overall Dimensions:**
 - Top: 10160
 - Right: 6260
- Rooms and Labels:**
 - PATIO (top left)
 - S.V. (bottom left)
 - REF. (bottom center)
 - PANTRY (bottom right)
- Dimensions and Spacings:**
 - Top horizontal segments: 6000, 4160, 220, 5810
 - Left vertical segments: 230, 350
 - Bottom horizontal segments: 2475, 350, 2475, 350, 70, 530, 70, 1200, 230
 - Internal vertical segments: 4420, 300, 70, 1000, 70, 70, 1200, 70, 1800
 - Right vertical segments: 230, 5800, 230

* overhead cupboards
- 50cm approx between Pantry & Stove

**NOTE:
STUDS DIRECTLY
(+OR- 100mm) UNDER
FLOOR TRUSS**

N2.

ELEVATIONS

LEGEND

F.R.C FIBRE REINFORCED CEMENT
REF FRIDGE PROVISION
W.O. WALL OVEN TOWER
D.W DISHWASHER PROVISION
B.B.AR BREAKFAST BAR
W.M. WASHING MACHINE PROVISION
SHR. SHOWER
M.H. 600 x 600 MAN HOLE
D.P. DOWNPIPE
H.WO HARDWOOD TIMBER
OBS OBSCURE GLASS
F/G FIXED GLASS TO ALL PANELS
D/H DOUBLE HUNG WINDOW
BAY BAY WINDOW
SL GLASS SLIDING PANEL
S/D GLASS SLIDING DOOR (EXTERNAL)
XO SLIDING PANEL / FIXED PANEL
M/F POWDER COATED ALUM. FLASHING
PV PERMANENT VENT PANEL TO WINDOW
FED FEDERATION BARS TO WINDOWS
COL COLONIAL BARS TO WINDOWS
V.S.D VINYL FACED SLIDING ROBE DOORS
M.S.D MIRROR SLIDING ROBE DOORS
F.S.D FACE OF WALL SLIDING DOOR (PELMET)
C.S.D INTERNAL CAVITY SLIDING DOOR
SQ SET 3000 SQUARE SET P'BOARD BULKHEAD
820 SIZE OF TIMBER DOOR (WIDTH)
21-18 SIZE OF WINDOW (2100H x 1800W)
P.C.J. PLASTERBOARD CEILING CONTROL JOINT
● LOCATION OF SMOKE ALARM.
(TO COMPLY WITH B.C.A CLASS 1 &
TO PART 3.7-2 & WITH A.S.3786.

NOTES

WRITTEN DIMENSIONS WILL TAKE PRECEDENCE
OVER SCALE.
ALL INTERNAL DIMENSIONS STATED ARE FRAME
SIZE - EXCLUDING LININGS.
ALL WINDOWS TO BE SLIDING U.N.O.
4/450mm WIDE WHITE MELAMINE SHELVES TO
PANTRY.
4/530mm WIDE PAINTED PYNEBOARD SHELVES
TO LINEN CLOUBARD.
R2.5 INSULATION TO ENTIRE CEILING AREA
(EXCLUDING GARAGE AND PORTICO).
RHINOWRAP SARKING TO ALL EXTERNAL
WALLS (INCLUDING GARAGE.)
PROVIDE LP BOTTLED GAS PIPEWORK AND
CONNECTION TO HOT WATER UNIT.

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OF THE CORAL HOMES GROUP.



"Built On Trust"

CORAL HOMES
42 SIGANTO DRIVE, OXFENFORD
P.O BOX 497, OXFENFORD. 4210.
B.S.A LIC. No. 1014053 (QLD)
B.S.C LIC. No. 62084C (NSW)

CLIENTS
J. & G. VELDINK
LOT 48 CASSIM PLACE
REDLAND BAY

CHECKED	TENDER LETTER
DRAWING	REFERENCE No
FLOOR PLAN LAYOUT	J7847
SCALE: 1:100	DATE: 20/05/03 (CP)

DRAWN: SCA

SHEET 1 OF 15

LOWER FLOOR
PLAN

ARFA: -

LIVING (LOWER):-	131.84m ²
LIVING (UPPER):-	131.84m ²
GARAGE: -	37.55m ²
PORTICO: -	5.52m ²
PATIO: -	24.00m ²

TOTAL AREA: - 330.75m²
 PER LENGTH (LOWER): - 59.72m
 PER LENGTH (UPPER): - 49.34m
 ROOF AREA (LOWER): - 69.27m²
 PER LENGTH: - 32.97m

O R

Dimensions (in feet and inches):

- Overall width: 2500
- Overall depth: 11340
- Overall area: 16420
- Room dimensions (approximate):
 - Top left: 230 x 2200
 - Top right: 230 x 230
 - Middle left: 230 x 5110
 - Middle right: 230 x 230
 - Bottom left: 230 x 3210
 - Bottom right: 230 x 2100
 - Central hall: 7600 x 3380
 - Staircase: 1400 x 1255
 - W.C.: 920 x 70
 - Shelf: 1500 x 1010
 - Sq. Set: 1500 x 2950

ANTIGUA 307 MSP

FINAL SIGNED COPY

I/WE ACCEPT THAT THESE PLANS ARE THE FINAL WORKING DRAWINGS THAT SUPERSEDE PRELIM. PLANS & I/WE HAVE CHECKED THAT ANY ALTERATIONS OR ADDITIONS ARE SHOWN.

THESE PLANS ALSO FORM PART OF OUR
CONTRACT BETWEEN THE PROPRIETOR

~~OF CORAL REEF~~ *Handwritten signature*

10/10/10 11/10/10

PROPRIETOR SIGNATURE PROPRIETOR SIGNATURE

MASONRY ARTICULATION JOINT DETAIL.

NOTE:
STUDS DIRECTLY
(+OR- 100mm) UNDER
FLOOR TRUSS

N2.

ELEVATIONS

LEGEND

F.C.R. FIBRE REINFORCED CEMENT
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W.O. WALL OVEN TOWER
D.W. DISHWASHER PROVISION
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CONNECTION TO HOT WATER UNIT.
OWNER TO SUPPLY AND INSTALL KITCHEN
SPLASHBACK TILES.

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CLIENTS

J. & G. VELDINK
LOT 48 CASSIM PLACE
REDLAND BAY

CHECKED	TENDER LETTER
---	---------------

CHECKED  FINDER LETTER

DATE	11/11/2019	TIME	11:11
------	------------	------	-------

DRAWING	REFERENCE No
---------	--------------

FLOOR PLAN LAYOUT J7847

SCALE: 1:100 DATE: 20/05/03 (CP)

DRAWN: SCA	22/07/03 (V.2)
------------	----------------

12/08/03 (FPR)

SHEET 1 OF 15

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LOWER FLOOR
PLAN

AREA:-	
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LIVING (UPPER):-	131.84m ²
GARAGE:-	37.55m ²
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 PER LENGTH:- 32.97m

CLASSIC

ANTIGUA 307 MSP

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ATIONS OR ADDITIONS ARE SHOWN.

THESE PLANS ALSO FORM PART OF OUR
CONTRACT BETWEEN THE PROPRIETOR
& CORAL HOMES.

& CORAL HUNES.

PROPRIETOR SIGNATURE PROPRIETOR SIGNATURE

THESE PLANS REMAIN

BUILDERS SIGNATURE

BUILDERS SIGNATURE	CONTRACT TIME GROUP
--------------------	---------------------

To: dionveldink@coralhomes.com.au
From: tessdunning@coralhomes.com.au
Subject: Current project: 7 Cassim Place

Hi Dion,

Hope your well, today I'll be discussing all necessary site documents.

Site documents

When preparing site files you need to ensure that; the building plans stipulates the complete build which has been agreed to by all parties, and specification documents are included, listing all the building materials and fittings.

Different site documents may include;

- Plans
- Engineering reports
- Permit plans
- Project contract
- Specifications
- Variations
- Purchase Orders
- Quotes

I've already sent you an example of a purchase order and variations. However, please see attached a copy of the site investigate report and the executed contract for project 7 Cassim Place.

In the construction industry it is essential that documentation relating to all aspects of the project is recorded accurately. Failure to do this can lead to misunderstandings between subcontractor or client. All permit documentation must be kept on-site in case an authority checks comes to site to verify.

Under a preliminary agreement all drawing and specifications become and remain the sole property of the contractor. The client warrants that the use of the design, plans or documents does not infringe on copyright or any other intellectual property right when; The works incorporate designs which were prepared under the client instruction and the contract carries out the work in accordance with any plans supplied by the client.

13 MAR 03



PO Box 140 Nerang QLD 4211
 Telephones: (07) 5578 4955
 Fax Design Room: (07) 5578 2155

SITE INVESTIGATION REPORT - FEB 03

EPE - 3

Report Prepared by: Lance

CLIENT: Local

Date: 11/3/03 EPE Project No: 2552

Client Project No:

Site Location: lot 48 Cassin rd, Redland Bay

1.0 - SITE INVESTIGATION RESULTS

1.1 The Soil / Site Classification is:

☐ S ☒ M ☐ MD ☐ H ☐ HD ☐ E ☐ P

1.2 The EPE cost code is:

☐ 1 ☒ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ BP1 ☐ BP2

1.3 Vehicle Access to this site is:

☒ GOOD

☐ BAD

1.4 The wind classification is:

☐ N1(W28)

☒ N2(W33)

☐ N3(W41)

☐ N4(W50)

☐ N5(W60)

1.5 Site Drainage is:

☒ GOOD

☐ POOR

1.6 Site slope and direction:

2° from S to N

1.7 Are engineered designed retaining walls required?

☐ YES

☒ NO

1.8 Rock encountered which may effect excavation?

☐ YES

☒ NO

1.9 Pad Scarifying?

☐ YES

☒ NO

1.10 Under Slab services to be suspended?

☐ YES

☒ NO

2.0 - INSPECTION OF NEIGHBOURHOOD

2.1 Existing Masonry Buildings

Is there significant cracking of existing masonry walls?

☐ YES

☒ NO

2.1 Movements of Roads, Kerbs, Pavements, Masonry Fences and Ground Surfaces

Is there significant movements in the above?

☐ YES

☒ NO

2.2 Road Cuttings and Other Excavations

Inspections of the above indicate that the soil profile is generally:

CLAY S

2552

EVOLUTION PROFESSIONAL ENGINEERS - SITE INVESTIGATION REPORT**EPE - 3****3.0 - INSPECTION OF SITE****3.1 Identification of Lot**

The site has been identified as the Lot marked by the Client on a photocopy of the registered subdivision plan, or: It has been verified that the site is the Lot.

Checked

**3.2 Site Status for**

Natural

☐

Trees - Small

☐

Trees - Large

☐Developers
Platform☒Builders/Home
Owners
Platform☐

254

EVOLUTION PROFESSIONAL ENGINEERS - SITE INVESTIGATION REPORT

4.0 - SITE ANALYSIS

EPE - 3

Is there current evidence of the following that would
Likely affect this site

Yes

No

4.1	Landfill	☐	☒
4.2	Slope Stability Assessment Required	☐	☒
4.3	Mine Subsidence (eg Ipswich, Gympie & Newcastle)	☐	☒
4.4	Extremely Reactive Soil	☐	☒
4.5	Land Contamination	☐	☒
4.6	Deep fill, and soft or collapsing soils	☐	☒
4.7	Floating Boulders	☒	☐
4.8	Rock (difficult excavation)	☐	☒
4.9	Residential Allotment (<1000m ²) with over 1.6 m fill	☐	☒
4.10	Acreeage Allotment with over 2.4 m fill	☐	☒
4.11	Marine environment or other risk of corrosion	☐	☒
4.12	Underground flowing water (and seepage evidence)	☐	☒
4.13	Erosion	☐	☒

L5517

EVOLUTION PROFESSIONAL ENGINEERS - SITE INVESTIGATION REPORT

EPE - 3

5.0 - FIELD RECORDS OF TEST BORING AND / OR IN SITU TESTING

Borehole 1			Borehole 2			Borehole 3		
Depth (mm)	DCP's	Soil Profile	Depth (mm)	DCP's	Soil Profile	Depth (mm)	DCP's	Soil Profile
0		Silty Sand	0			0		Silty Sand
500		CLAY SAND	500			500		CLAY SAND
1000		SANDY CLAY	1000			1000		SANDY CLAY
1500		END BORE	1500			1500		END BORE
2000			2000			2000		
2500			2500			2500		
3000			3000			3000		

5.1 - SOIL PROFILE USED ON FIELD RECORDS: Sand, Silts and Clays, Rock and Fill

5.1.1 - CORRELATION BETWEEN DENSITY INDEX AND PENETROMETER RESULT FOR SAND

Term	Density Index (%)	Approximate DCP Blow Count (blows per 100 mm)
Very Loose	< 15	< 1
Loose	15 - 35	1 - 2
Medium Dense	35 - 65	2 - 5
Dense	65 - 85	5 - 10
Very Dense	> 85	> 10

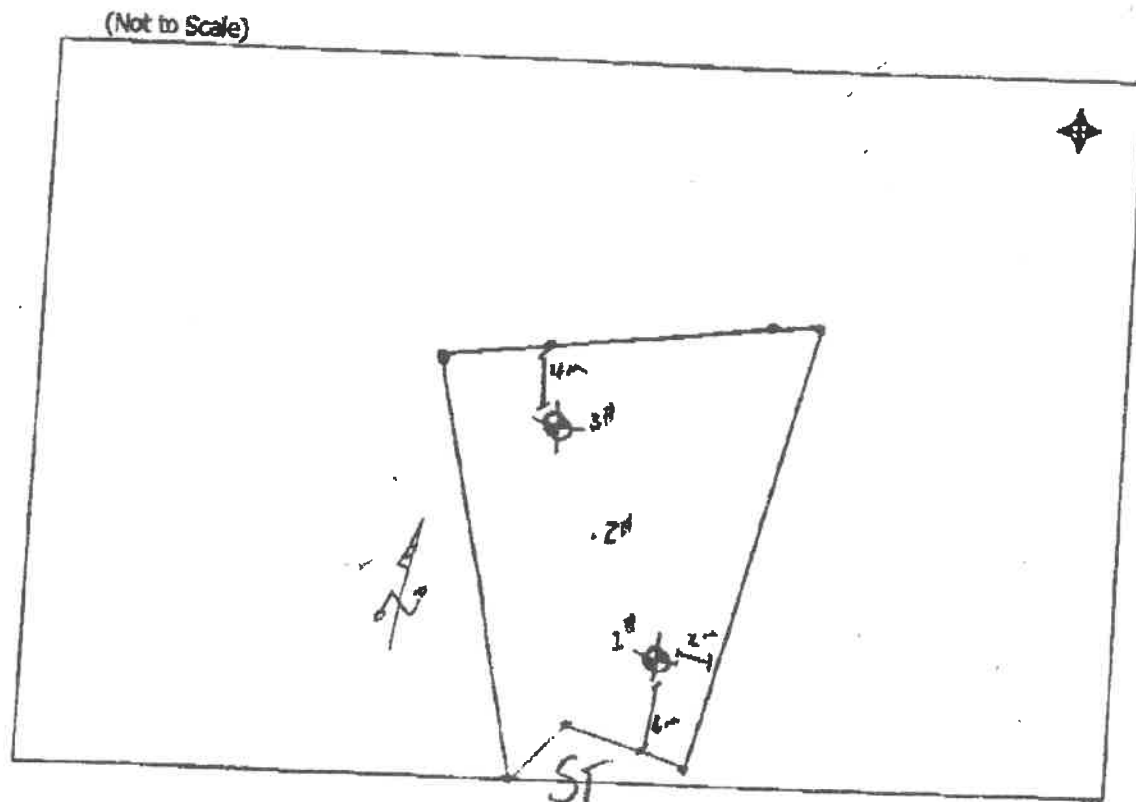
5.1.2 - CORRELATION BETWEEN CU AND PENETROMETER RESULTS FOR SILTS AND CLAYS

Term	Undrained Shear Strength (kPa)	Approximate DCP Blow Count (blows per 100 mm)
Very Soft	0 - 12	< 1
Soft	12 - 25	1
Firm	25 - 50	1 - 3
Stiff	50 - 100	3 - 5
Very Stiff	100 - 200	5 - 8
Hard	> 200	> 8

2552

EVOLUTION PROFESSIONAL ENGINEERS - SITE INVESTIGATION REPORT**EPE - 3****5.2 - Location of Bore Holes**

The location of bore holes are marked and numbered as follows:-

**5.3 - Comments and Recommendations**

QC1
2000



☐ OWNER'S COPY ☐ BUILDER'S COPY

OWNER/S: Jeffrey Veldink and Gabrielle Veldink
SITE ADDRESS: Lot 48 Cassim Place, Redland Bay

Plain Language

New Home Construction Contract

**This Contract is suitable for the
construction of a new home to
completion only**

This Contract complies with Domestic Building
Contracts Act 2000

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consent of HIA.



These general conditions have been prepared by HIA based on
policy and risk allocation decisions of HIA.

These general conditions are not suitable for domestic building
work outside Queensland as that work may be covered by
particular legislation in different States.

The terms and condition set out in These conditions may not
be suitable for every project and have been designed for use
for building a new home to completion.

HIA does not make any representation as to the suitability of
these conditions for any particular project.

As legislation affecting domestic building work may change
from time to time users should, prior to using these general
conditions, satisfy themselves about the effect on these general
conditions of any such changes made after the date of these
general conditions

Users of these conditions must make their own assessment (or
seek professional advice) as to the appropriateness of these
conditions for a project or any changes that may need to be
made to these conditions.

OWNER'S COPY

ATTENTION NEW HOME BUYER:

Schedule 1 provides for the Owner's e-mail address.

**Please only complete this if you prefer we forward correspondence to you by
e-mail rather than by mail.**

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SCHEDULES 1 to 4 must be completed and form part of this contract.

SCHEDULE 1 PARTICULARS OF CONTRACT

ITEM

1. This contract is dated the 2 day of June 20 03

2. The owner(s) name (s) Jeffrey Veldink & Gabrielle Veldink
address 3 Camdrecht Cleveland
Email address _____
ACN _____ ABN _____ Fax _____
Mobile Phone 041517251 Phone (w) 38212520 Phone (h) 38210940
Is the owner a resident owner? YES/NO _____ (Delete one)

3. The builder(s) name(s) Coral Homes Qld Pty Ltd
address 42 Siganto Drive, Oxenford, Queensland, 4210
Email address customerenquiry@coralhomes.com.au
ACN 097 304 062 ABN _____
builder's licence no. 1014053 HIA membership no. 857597
Fax 07 3529 4188 Mobile phone N/A
Phone (w) 07 5529 4222 Phone (h) N/A
TO VERIFY YOUR BUILDER IS A HIA MEMBER CALL 1902 973 555

4. The works (describe generally (ie. Low set brick veneer house) and state the plans and specifications that set out the detail of the works and form part of this contract).

Brick veneer house as described in plans numbered 1 to 15 dated 20-May-03 and Specifications numbered 1 to 6 dated 26-May-03 reference SP7847 and New Home Tender numbered 1 to 12 dated 26-May-03 reference 10-047-3.

5. Contract price (Clause 1 and 38): The contract price includes GST.

Plus	Price excluding GST	\$170,155.46
	GST on the above amount	\$17,015.54
The contract price is GST inclusive		One Hundred and Eighty Seven Thousand One Hundred and Seventy One Dollars (\$187,171.00)

WARNING-The contract price is subject to change. The clauses that allow for changes to the contract price are clauses 9, 19, 11, 13, 15, 16, 19, 20, 21 and 22.

The contract price does not include the costs that the owner will have to pay to a third party (being someone other than the builder) for:

- (a) conveying services to the site;
 - (b) connecting or installing services for use at the site; or
 - (c) issuing a development approval or similar authorisation, that are related to the carrying out of the works.
- (Examples for (a) and (b) are gas, electricity, telephone, water and sewerage).

However, the contract price may include amounts for the above services if you are to make payment for such services directly to the builder.

6. Start and price review date (Clauses 2 and 16) 18-Aug-03

7. The land (Clause 6)
 Lot 48 RP/SP No. 151202
 Certificate of Title
 Street Address Cassin Place, Redland Bay

8. Matters affecting the site (Clause 6) – The owner must complete this
 The site is affected by the following easements, building covenants and planning restrictions. Please specify the substance of each and give registration details, where registered at the Land Titles Office.
 The Owner agrees to take full responsibility for compliance of any matters stated and indemnifies the
 Builder against same. X Initial *[Signature]*

9. Lending body (Clauses 2, 5 and 7)
Westpac

10. Building period (Clause 3 and 17)
 The works must reach practical completion within 221 days after commencement, subject to Clause 17.

(a) Calculable delays	
The building period includes the following allowances for:	
• Inclement weather and the effects of inclement weather	17 days
• Weekends, public holidays, rostered days off and other days not generally available for the carrying out of the works	66 days
• Any other matter that is reasonably likely to delay the carrying out of the works	N/A days
(b) Incalculable delays	
The works will be delayed due to the following specific causes of delay that the builder cannot adequately estimate the period of likely delay:	
Specific cause:	
Material and/or trade shortages	
Owner supplied work and/or materials	
Red Imported Fire Ants	
If experienced may delay work for a period of time	
Any items noted "By Owner" in the plans dated 20-May-03 and/or New Home Tender reference TL7847/3 dated 26-May-03 may delay work for a period of time	
If experienced may delay work for a period of time	

X Initial *[Signature]*

Incalculable delays include things like obtaining a specific imported material (such as marble cladding) that the builder knows is subject to the vagaries of international shipping.
 The building period stated above is the total of the allowances for calculable delays and the allowance for the carrying out the works. The building period is in calendar days and not working days.

11. Late completion damages (Clause 23)
 \$ 15.00 per day
 (If nothing stated then \$15)

12. Other contract documents (Clauses 13 and 38)
 1. New Home Tender reference TL7847/3 dated 26-May-03 read in conjunction with the Specifications.
 These documents are documents that form part of this contract and are in addition to any special conditions, these general conditions, the specifications and the plans.
 X Initial *[Signature]*

13. Owner's Guarantors (Clause 35)
 X Initial *[Signature]*

SCHEDULE 2
PROGRESS PAYMENTS

PART A – PRESCRIBED PROGRESS PAYMENT SCHEDULE

This part applies unless Part B is completed.

Section 66 of the Domestic Building Contracts Act prescribes the following payment schedule:

STAGE	PERCENTAGE (%)	AMOUNT (\$)
Deposit		
Base	10	
Frame	15	
Enclosed	35	
Fixing	20	
Practical Completion	balance	
		TOTAL

Note: The total must equal the *contract price* stated at item 5. The deposit by law cannot exceed 5% if the *contract price* is \$20,000 or more, or 10% if the *contract price* is less than \$20,000.

In the above schedule the stages have the following meanings:

- “Base stage” means:
- (a) for a building with a timber floor with base brickwork - the stage when:
 - (i) the concrete footings for the building’s floor are poured; and
 - (ii) the building’s base brickwork is built to floor level; and
 - (iii) the bearers and joists for the building are installed; or
 - (b) for a building with a timber floor without base brickwork - the stage when:
 - (i) the building’s stumps, piers or columns are finished; and
 - (ii) the bearers and joists for the building are installed; or
 - (c) for a building with a suspended concrete slab floor - the stage when:
 - (i) the building’s concrete footings are poured; and
 - (ii) the formwork and reinforcing for the suspended slab are installed; or
 - (d) for a building with a concrete floor, other than a suspended concrete slab floor - the stage when the building’s floor is finished.
- “Frame stage” means the stage when a building’s frame is finished.

“Enclosed stage” for a building means the stage when:

- (a) the external wall cladding is fixed; and
- (b) the roof covering is fixed, but without:
 - (i) soffit linings necessarily having been fixed; or
 - (ii) for a tile roof - pointing necessarily having been done; or
 - (iii) for a metal roof - scribbing and final screwing off necessarily having been done; and
- (c) the structural flooring is laid; and
- (d) the external doors are fixed (even if only temporarily), but, if a lockable door separating the garage from the rest of the building has been fixed, without the garage doors necessarily having been fixed; and
- (e) the external windows are fixed (even if only temporarily).

“Fixing stage” means the stage when all internal lining, architraves, cornice, skirting, doors to rooms, baths, shower trays, wet area tiling, built-in cupboards of a building are fixed and fixed in position.

“Practical completion” means the stage when the works:

- (a) have been completed in accordance with this *contract* and all relevant statutory requirements apart from minor defects or minor omissions; and
- (b) are reasonably suitable for habitation.

PART B - CUSTOMISED PROGRESS PAYMENT SCHEDULE

Notice: The Domestic Building Contracts Act generally prohibits a builder from demanding or receiving progress payments that are more than the amounts set out in the Act.

Part B is to be used where the regulated table is inappropriate for the *works* or you wish to use your own stages or percentages. To use Part B you must state the reason why you are not using the regulated table and complete the progress payment table. If this Part B is completed then Part A does not apply.

REASON: Progress Payments as set out below are amended under Schedule 2 Part B due to the methods and timing of the construction schedule.

PROGRESS PAYMENT TABLE

You need to complete this table giving a full description of the stages at which payment claims may be made and the percentage and amount of the contract price that is payable at each stage. If you use the name of a stage in Part A, it will have the same meaning unless you give a different meaning in the schedule.

STAGE	PERCENTAGE	AMOUNT
1 DEPOSIT	5% }	\$9,358.00
2 BASE	10% }	\$18,716.00
3 FRAME (see description below)	15%	\$28,076.00
4 ENCLOSED (see description below)	35%	\$65,509.00
5 FIXING	20%	\$37,434.00
6 PRACTICAL COMPLETION	15%	\$28,076.00
TOTAL	100%	\$187,171.00

Note: The total must equal the *contract price* stated in item 5. The deposit by law cannot exceed 5% if the *contract price* is \$20,000 or more, or 10% if the *contract price* is less than \$20,000.

In the above schedule the stages have the following meanings:

“Base stage” means:

- (a) for a building with a timber floor with base brickwork - the stage when:
 - (i) the concrete footings for the building’s floor are poured; and
 - (ii) the building’s base brickwork is built to floor level; and
 - (iii) the bearers and joists for the building are installed; or
- (b) for a building with a timber floor without base brickwork - the stage when:
 - (i) the building’s stumps, piers or columns are finished; and
 - (ii) the bearers and joists for the building are installed; or
- (c) for a building with a suspended concrete slab floor - the stage when:
 - (i) the building’s concrete footings are poured; and
 - (ii) the formwork and reinforcing for the suspended slab are installed; or
- (d) for a building with a concrete floor, other than a suspended concrete slab floor - the stage when the building’s floor is finished.

“Frame stage” means the stage when a building’s frame is finished on a single storey home. On 2-storey and split level constructions the frame of the garage and or portico are not required to be completed.

“Enclosed stage” for a building means the stage when:

- (a) the external wall cladding is fixed; and
- (b) the roof covering is fixed, but without:
 - (i) soffit linings necessarily having been fixed; or
 - (ii) for a tile roof - pointing necessarily having been done; or
 - (iii) for a metal roof - scribbing and final screwing off necessarily having been done; and
 - (iv) on 2-storey and split level constructions the roof covering to any ground floor area is not required to be completed
- (c) the structural flooring is laid; and
- (d) the external doors are fixed (even if only temporarily), this excludes the garage door and any internal access door from the garage to the dwelling; and
- (e) the external windows are fixed (even if only temporarily).

“Fixing stage” means the stage when all internal lining, architraves, cornice, skirting, doors to rooms, baths, shower trays, wet area tiling, built-in shelves, built-in cabinets and built-in cupboards of a building are fitted and fixed in position.

“Practical completion” means the stage when the *works*:

- (a) have been completed in accordance with this *contract* and all relevant statutory requirements apart from minor defects or minor omissions; and
- (b) are reasonably suitable for habitation.

Owner to initial here
.....

Owner’s initials

The *owner* acknowledges that the cost of the supply and/or installation of materials, goods or the provision of the labour or services that are listed below are not included in the *contract price*. The *owner* may be supplying these items or having other contractors do the work.

All items noted "By Owner" as described on the plans dated 20-May-03 and/or New Home Tender reference TL7847.3 dated 26-May-03 are excluded items.

Initial

The parties agree that the following allowances are included in the *contract price*. Each allowance must be a reasonable estimate of the price for the supply of the item and/or the work to be performed but not including an amount for the *builder's margin*. The margin on excess is the additional amount payable to the *builder* on the increase in the actual price of an item over the allowance.

Prime cost items are fixtures and fittings that the *owner* is to select after this *contract* is signed and may include special kitchen and bathroom items. Provisional sum items are work included in the *works* for which the *builder* cannot give a definite price and may include excavation, concrete footings and rock removal.

[illegible]

Detailed description of the item

PROVISIONAL SUM ITEMS					
Initialed	Detailed description of the item	Estimated quantity allowed for	Estimate rate	Allowance \$	Margin on excess (if margin is stated 20%)

Initialed _____

This contract is made between the owner and the builder.

The *schedules* form part of this *contract* however Annexure 2 does not form part of this *contract*.

The parties have signed this *contract* on the date stated in *item 1*.

The owner has read and understood this contract.

Owner 1
Name: Gabrielle Veldink

Owner's Signature:

Witness's name:

10

Witness's signature:

Owner 2
Name: Jeffrey Veldink

Owner's Signature:

Witness's name:

150

Witness's signature:

Name: Karen Hoobson

Builder's Signature:

Signed for and on behalf of Coral Homes Qld Pty Ltd

Witness's name:

D. BOWEN

Witness's signature:

1. Where a company is signing, "by A. Smith, director". "Signed for and on behalf of XYZ Pty Ltd".
2. Where a partnership is signing "Enterprises by A Smith, partner" or "Signed for and on behalf of XYZ Building".
3. The *owner* is also to initial: (a) If Part B of *schedule 2* is used, on page 6 and (b) Clause 16 where indicated.

Note: the *builder* must give the owner a signed copy of this contract within 5 working days after it is signed by the *builder*.

NOTICE TO THE BUILDING OWNER OF RIGHT TO WITHDRAW FROM THIS CONTRACT UNDER SECTION 72 OF THE DOMESTIC BUILDING CONTRACTS ACT

You may end this contract within 5 business days after the receipt day for this contract. The receipt day for this contract means:

- (a) the day on which you receive the following documents from the building contractor:
- (i) a copy of this signed contract;
 - (ii) a copy of the appropriate contract information statement for this contract; or
- (b) if the documents mentioned in paragraph (a) are received by you from the building contractor on different days – the later of the days.

To end this contract within the time allowed you must complete a withdrawal notice and:

- (a) give it to the building contractor; or
- (b) leave it at the address shown as the building contractor's address in this contract; or
- (c) serve it on the building contractor in accordance with any provision in the contract providing for service of notices on the building contractor by you

GENERAL CONDITIONS

Clause 1

Builder's obligation

PERFORMANCE

1.1 The *builder* must:

- (a) complete the *works* in accordance with this *contract*; and
- (b) comply with all laws and lawful requirements of any *statutory* or *other authority* with respect to the carrying out of the *works*.

Owner's obligation

- 1.2 The *owner* must pay the *contract price*, adjusted by any additions or deductions made under this *contract*, in the manner and at the times stated in this *contract*.

Clause 2

Date for commencement

COMMENCEMENT

- 2.1 *Commencement* is to take place on or before the *start and price review date* stated in *item 6* or within 20 *working days* from the day that:

- (a) the *owner* gives the *builder* evidence of the *owner's* title to the *land* under *Clause 6*;
- (b) the *owner* gives the *builder* evidence of the *owner's* capacity to pay to the *builder* the *contract price* under *Clause 7*;
- (c) the *owner* establishes the *security account* under *Clause 8*;
- (d) the *owner* gives the *builder* possession of the *site* under *Clause 10*;
- (e) the *builder* receives all permissions, consents and approvals required from the relevant *statutory* or *other authority* under *Clause 11*; or
- (f) where the name of a *lending body* is stated in *item 9*, the *owner* gives the *builder* a notice from the *lending body* that construction of the *works* may commence, whichever is the later.

When essential matters not satisfied

- 2.2 If any of the requirements set out in subclause 2.1 are not satisfied by the *start and price review date*, the *builder* may, by written notice to the *owner*:

- (a) end this *contract* and, in which case, subclause 28.8 applies; or
- (b) extend the time for the *owner* to satisfy the requirements of subclause 2.1 and, at the option of the *builder*, increase the *contract price* under *Clause 16*.

Commencement of the building period

- 2.3 The *building period* starts on the actual day of *commencement*.

Builder to ensure commencement

- 2.4 The *builder* must ensure *commencement* occurs as soon as is reasonably possible.

Clause 3

Builder to complete the works

COMPLETION AND PROGRESS

- 3.1 The *builder* must complete the *works* on or before the end of the *building period* stated in *item 10* as extended under *Clause 17*.

Increase in contract price

- 3.2 If, after *commencement*, progress of the *works* is delayed by a cause for which the *owner* is responsible the *contract price* may, at the option of the *builder*, be increased under *Clause 16*.

Clause 4

Owner to pay progressively

PROGRESS PAYMENTS

- 4.1 The *owner* must pay the *contract price* adjusted by any additions or deductions made under this *contract* progressively at each *stage*.

Owner to pay deposit

- 4.2 The *owner* must pay the *deposit* stated in *schedule 2* when the *owner* signs this *contract*.

Builder to claim

- 4.3 The *builder* must give the *owner* a written claim for a progress payment for the completion of each *stage*.

Contents of progress claim

- 4.4 A progress claim is to state:

- (a) the amount claimed for the *stage*;
- (b) the amount of any addition or deduction for *variations*;
- (c) the amount of any addition or deduction due to a prime cost item or provisional sum item;
- (d) the amount of any other addition to or deduction from the *contract price* made under this *contract*; and
- (e) the sum of the above amounts.

Due date for payments

- 4.5 The *owner* must pay a progress claim to the *builder* within 5 *working days* of receiving the progress claim.

No certificates required

- 4.6 The *builder* is not required to give any certificate of approval from any relevant *statutory* or *other authority* to the *owner* as a precondition to the payment of a progress claim.

Owner liable if lending body does not pay

- 4.7 The *owner* must ensure the *lending body*, if any, pays a progress claim by the due date. If payment is not made by the due date, the *builder* is entitled to claim *default interest* under *Clause 33*.

Payment on account

- 4.8 Other than in relation to the *final claim*:
 - (a) payment of a progress claim is on account only; and
 - (b) the *owner* has no right of set off.

Clause 5

Lending body may directly pay the builder

DIRECTION TO THE LENDING BODY

- 5.1 The *lending body* may pay all money advanced to the *owner* for payment of all or part of the *contract price*, adjusted by any additions or deductions made under this *contract*, directly to the *builder*.

Direction to the lending body

- 5.2 The *owner* must give a direction to the *lending body* to pay all such money advanced by the *lending body* directly to the *builder*.

Clause 6

Owner to give evidence of title

EVIDENCE OF TITLE

6.1 As soon as practicable after the date of this contract, the owner must give to the builder evidence, to the builder's satisfaction, of the owner's title to the land.

Owner warrants title and description

6.2 The owner warrants:

- (a) that the owner is entitled to build on the land; and
- (b) the accuracy of the description of the land as set out in item 7.

Owner warrants disclosure of restrictions affecting the site

6.3 The owner warrants that all easements, covenants, caveats and zoning restrictions that may affect the works being carried out and constructed on the site are disclosed in item 8.

Clause 7

Not subject to finance

EVIDENCE OF CAPACITY TO PAY

7.1 This contract is not subject to finance.

Owner to give evidence of ability to pay on signing

7.2 As soon as practicable after the date of this contract, the owner must give the builder evidence, to the builder's satisfaction, of the owner's capacity to pay the contract price by the progress payments and at the stages specified in schedule 2.

Owner to give evidence of ability to pay on request

7.3 From time to time if requested by the builder, the owner must give to the builder evidence, to the builder's satisfaction, of the owner's capacity to pay to the builder the balance of the contract price, adjusted by any additions or deductions made under this contract.

Owner to use best endeavours

7.4 Where the name of a lending body is stated in item 9, the owner must use best endeavours to sign all documents and do all acts necessary to obtain:

- (a) approval from the lending body on its usual terms for a loan of an amount sufficient to enable the owner to pay the contract price; and
- (b) a notice from the lending body to the builder that all documents relevant to the loan are completed and that construction of the works may commence.

Owner to give evidence of any failure

7.5 If the owner does not obtain:

- (a) approval under subclause 7.4(a); or
- (b) the notice under subclause 7.4(b),

then the owner must give the builder written evidence, signed by the lending body, as to the reason for the failure.

Clause 8

Owner to establish security account

SECURITY ACCOUNT

8.1 The owner must:

- (a) on or before commencement; and
- (b) immediately on the request of the builder from time to time, deposit into a security account an amount of money equal to the security account money or any additional amount to reach the total required for the security account money.

Withdrawals

8.2 Withdrawals from the security account require the signatures of both the owner and the builder.

Interest

8.3 The owner is entitled to all interest earned on the investment of the security account money.

Use of security account money

8.4 The security account money must be applied to pay the contract price adjusted by any additions or deductions made under this contract and other amounts due to the builder under this contract.

Lending body's discretion

8.5 Where the owner is to pay the contract price adjusted by any additions or deductions made under this contract using security account money and other money from the lending body, the priority of payments will be at the lending body's discretion.

Entitlement to security account money

8.6 If:

- (a) the owner does not pay an amount to the builder by the due date for payment; or
- (b) this contract is ended,

the builder is entitled to the money in the security account to the extent of any money due and owing to the builder. The owner is only entitled to the balance in the security account after payment of the contract price, adjusted by any additions or deductions made under this contract, and other amounts due to the builder under this contract.

Clause 9

Owner to identify the site

SITE INFORMATION AND SURVEY

9.1 Unless stated elsewhere in this contract, the owner must, prior to the builder commencing, identify the land, the site and the siting of the works.

Owner to survey

9.2 If, in the builder's opinion, the boundaries of the land or the site or the siting of the works are unclear, the builder must give the owner a written notice asking the owner to provide a survey of the land or the site, as required.

If the Owner does not survey

9.3 If the owner does not provide a survey within 5 working days of the builder giving such notice, the owner is deemed to have requested a variation for the builder to obtain the survey.

Clause 10

Owner to give exclusive possession

10.1 The owner must, as soon as practicable after the date of this contract, give the builder exclusive possession of the site to carry out the works.

All weather access

10.2 The owner must provide all weather access. If the owner does not provide all weather access and the builder will be required to carry out extra work to achieve such access, the owner is deemed to have requested a variation for the builder to carry out such extra work.

Owner not to impede

10.3 The owner and officers of the lending body:

- (a) must not interfere with:
 - (i) the builder's access or possession of the site; and
 - (ii) the progress of the works;
- (b) must not:
 - (i) make inquiry of;
 - (ii) issue instructions to; or
 - (iii) give instructions to,the builder's workers, suppliers or subcontractors. Communication must only be with the builder; and
- (c) may only have access to the works under the builder's supervision, at reasonable times and after giving reasonable prior written notice, for the purposes of inspecting the progress of the works.

Owner to pay costs of interference

10.4 Notwithstanding any other provision of this contract, the owner is liable to pay to the builder, on demand, any additional costs the builder incurs because the owner or the owner's representative interferes with the carrying out of the works.

Builder to claim interference costs

10.5 To claim payment from the owner, the builder must give the owner written notice of such costs within 5 days after the interference comes to the builder's knowledge.

Owner liable for damage

10.6 The owner will be solely responsible for any loss or damage sustained by the owner if the owner accesses the site without the builder's prior written approval.

Owner indemnifies the builder

10.7 The owner indemnifies the builder against any liability, loss, claim or proceeding in respect of any injury to any person or loss or damage to any property on the site to the extent that such injury, loss or damage is connected with the owner's breach of this Clause.

Clause 11

Requirements of statutory and other authorities

11.1 The builder must, on behalf of the owner, comply with any lawful requirement of any statutory or other authority but only to the extent that such requirement relates to carrying out and completing the works.

Variation to comply with a requirement

11.2 The builder must:

- (a) notify the owner of any extra work required to comply with subclause 11.1; and
- (b) request for a variation to carry out that extra work.

Owner to do acts

11.3 The owner must sign all documents and do all acts as requested by the builder to obtain all permissions, consents and approvals required from the relevant statutory or other authority.

Owner's works and final certificate

11.4 If the owner is to carry out other works and the failure to complete those works on or before practical completion prevents the builder from obtaining a final certificate from the relevant statutory or other authority, the owner releases the builder from any obligation to obtain the final certificate.

Clause 12

Where the owner is to supply

USE OF PLANS

12.1 If the owner is to supply the plans to the builder then, without cost to the builder, the owner must give the builder 5 copies of the plans to enable the builder to carry out the works.

Indemnity

12.2 Each party indemnifies the other party for all costs and expenses incurred relating to any claim for breach of copyright if the builder carries out the works according to plans which are:

- (a) supplied by that party;
- (b) prepared under instruction of that party; or
- (c) prepared from sketches provided by that party.

Grant of licence

12.3 Where the builder draws the plans, the owner agrees that the builder retains copyright in those plans but the builder grants to the owner a licence to cause the construction of the works by the builder in accordance with those plans.

Licence fee

12.4 The parties agree that the reasonable fee for the licence granted to the owner is 5% of the contract price. It is acknowledged that the contract price includes this licence fee.

Unauthorised use of plans

12.5 If the owner uses the builder's plans without the builder's written consent, other than under the above licence, the owner must pay to the builder on demand the licence fee referred to in subclause 12.4.

Clause 13

Owner warrants contract documents

DISCREPANCY OR ERROR IN DOCUMENTATION

13.1 The owner warrants the accuracy of the contract documents supplied by the owner and the suitability of the design, materials and methods of working each specified therein.

Notice of errors

13.2 If either party becomes aware of any error, ambiguity or inconsistency in or between the contract documents, that party must, within 5 working days of becoming aware, give the other party written notice detailing the problem.

Owner to instruct	13.3	The <i>owner</i> must, within 5 <i>working days</i> of becoming aware of such a problem, give to the <i>builder</i> such written instructions as are necessary to enable the <i>builder</i> to proceed with the <i>works</i> .
Owner fails to instruct	13.4	If the <i>owner</i> does not give written instructions as required by subclause 13.3, the <i>owner</i> is deemed to have instructed that the <i>builder</i> carry out the <i>works</i> using the order of precedence.
Cost of any extra work	13.5	If: (a) compliance with the <i>owner's</i> instructions involves more or less cost than a reasonable builder would have anticipated on the signing of this <i>contract</i>; and (b) the problem is not solely caused by documents provided by the <i>builder</i>, the <i>owner</i> is deemed to have also asked for a <i>variation</i> for the <i>builder</i> to comply with those instructions.
Order of precedence	13.6	The order of precedence is: (a) any special conditions; (b) these general conditions; (c) the specification; (d) the plans; then (e) other documents in the order listed in <i>item</i> 12.

Clause 14

Builder to have works insurance cover

INSURANCE AND RISK

- 14.1 The *builder* must:
- (a) prior to *commencement*, take out insurance cover against loss or damage to the *works* in an amount equal to the *contract price* and maintain such cover until the *date of practical completion*; and
 - (b) if requested by the *owner*, give to the *owner* evidence of such insurance cover.
- 14.2 Such insurance must:
- (a) note the insured as jointly being the *builder* and the *owner*; and
 - (b) be against all liability, loss, action, claim or proceeding whatsoever including without limitation in respect of fire, explosion, earthquake, lightning, flood, storm and tempest or civil commotion.
- 14.3 The *builder* is liable for and indemnifies the *owner* against any liability, loss, claim or proceeding in respect of:
- (a) any personal injury; or
 - (b) damage to any property real or personal,
- which may be occasioned by or arise out of the carrying out of the *works* to the extent that it is due to the negligent or wilful act, omission or default of the *builder* or the *builder's* contractors or employees.

Workcover

- 14.4 The *builder* must comply with all obligations imposed on the *builder* under the Workcover Act.

Builder not liable for certain property

- 14.5 The *builder* is not liable for any liability, loss, claim or proceeding in respect of any property placed on the *site* without the *builder's* written approval.

Clause 15

Builder to give notice of unforeseen circumstances

UNFORESEEN CIRCUMSTANCES

- 15.1 If the *builder* becomes aware of *unforeseen circumstances*, the *builder* must promptly notify the *owner* in writing and cease the carrying out of the *works*.

Effect of unforeseen circumstances

- 15.2 Subject to subclause 15.5, if the *unforeseen circumstances* differ from those either:
- (a) disclosed to the *builder* prior to this *contract* being signed; or
 - (b) shown in the *contract documents*,
- and:
- (c) if the effect of that difference requires more or less work than that which a reasonable builder would have anticipated on the signing of this *contract*; and
 - (d) that work is not provided for elsewhere in this *contract*,
- then the *builder* is to ask for a *variation* to carry out that work under subclause 20.3.

Builder may end contract

- 15.3 If the *owner* does not agree to such *variation* within 5 *working days* on and from the date the *builder* gives the *owner* a *variation document*, the *builder* may, at any time thereafter, do either or both of the following:

- (a) suspend the carrying out of the *works* under Clause 19;
- (b) end this *contract* under Clause 28.

Builder's entitlement to extra costs

- 15.4 If the *owner* agrees to the such *variation*, the *builder* is only entitled to payment of an additional amount for such work where the *builder*:

- (a) had the *foundations data* when the *builder* entered into this *contract*, if the need for the additional amount can not be established from that data; or
- (b) did not have the *foundations data* when the *builder* entered into this *contract*, if the need for the additional amount could not have been reasonably established, and the amount calculated, had the *builder* obtained the *foundations data* before entering into this *contract*.

Builder to carry out the work

- 15.5 Notwithstanding the above, the *builder* must, if subclause 15.2 does not apply, carry out that work at the *builder's* cost.

Clause 16

Regulated clause -
delay before
commencement

DELAY DAMAGES

16.1 Subject to subclause 16.3, where *commencement* is delayed for longer than 4 weeks on and after the *start and price review date* due to a cause of delay for which the *builder* is not responsible, the *owner* must pay to the *builder*, as a debt due and payable, the lesser of the amount:

- (a) of the costs incurred by the *builder* because of the delay;
- (b) representing 0.125% of the *contract price* for each week or part of a week of the delay after the first 4 weeks of the delay.

Regulated clause -
delay after
commencement

16.2 Subject to subclause 16.4, where, after *commencement*, the carrying out of the *works* are delayed, by a cause for which the *owner* is responsible, the *owner* must pay to the *builder*, as a debt due and payable, the lesser of the amount:

- (a) of the costs incurred by the *builder* because of the delay;
- (b) representing 0.05% of the *contract price* for each *day* of the delay.

Delay before
commencement -
unregulated clause

16.3 Where:

- (a) the *contract price* is more than the *set amount*; or
- (b) this *contract* is to be administered by an architect engaged by the *owner*,

and *commencement* is delayed for longer than 4 weeks on and after the *start and price review date* due to a cause of delay for which the *builder* is not responsible, the *owner* must pay to the *builder*, as a debt due and payable, the greater of the amount:

- (c) of the costs incurred by the *builder* because of the delay; and
- (d) representing 0.125% of the *contract price* for each week or part of a week of the delay after the first 4 weeks of the delay.

Delay after
commencement -
unregulated clause

16.4 Where:

- (a) the *contract price* is more than the *set amount*; or
- (b) this *contract* is to be administered by an architect engaged by the *owner*,

then for every day that, after *commencement*, the carrying out of the *works* are delayed by a cause for which the *owner* is responsible the *owner* must pay to the *builder*, as a debt due and payable, the greater of the amount:

- (c) of the costs incurred by the *builder* because of the delay; and
- (d) representing 0.05% of the *contract price* for each *day* of the delay.

Owner initials here



Clause 17

Builder entitled to
claim

DELAYS AND EXTENSIONS OF TIME

17.1 The *builder* is entitled to a reasonable extension of time to the *building period* if *commencement* or the carrying out of the *works* is delayed by a claimable delay.

When the builder is
entitled to claim

17.2

A claimable delay means a delay caused by the *builder* suspending the *works* under Clause 19 or from a cause beyond the *builder's* sole control that was not reasonably foreseeable at the time the *builder* entered into this *contract* including:

- (a) a *variation* requested by the *owner* or a request by the *owner* for a *variation*;
- (b) a *variation* requested by the *builder* if the need for the *variation* could not have been reasonably foreseen at the date of this *contract*;
- (c) a *calculable delay* in excess of the allowance for that cause of delay stated in item 10;
- (d) an *incalculable delay* if the cause and the general effect that the delay is likely to have on the carrying out of the *works* are stated in item 10;
- (e) an act of God, fire, explosion, earthquake or civil commotion;
- (f) an industrial dispute;
- (g) a dispute with adjoining or neighbouring residents or owners;
- (h) anything done or not done by the *owner*;
- (i) delays in getting any approvals;
- (j) a delay in the supply of materials selected by the *owner*;
- (k) the need for a survey or other report in relation to the *site*; or
- (l) the industry shutdown being a 3 week period commencing on or about 22 December in each year.

How the builder is to
claim

17.3

To claim an extension of time, the *builder* must give the *owner* written notice detailing both:

- (a) the cause of the delay; and
 - (b) the extension of time claimed,
- by the later of the day that is:
- (c) 20 *working days* on and after the *builder* is aware of both the cause and the extent of the delay; or
 - (d) 5 *working days* on and before the *date of practical completion*.
- 17.4 If the *owner* wishes to dispute a claimed extension of time the *owner* must, within 5 *working days* of receiving the *builder's* claim, give the *builder* a written notice:

- (a) disputing the claim; and
- (b) detailing the reasons why the claim is disputed.

Allowance for
omissions

17.5

The *builder* must allow a reasonable reduction to the *building period* if, by *variation*, work is omitted from the *works*.

Clause 18

COMPLIANCE WITH WORKPLACE HEALTH & SAFETY ACT

Principal contractor

18.1

The *builder* is the "principal contractor" for the purposes of Section 13(2) of the Workplace Health and Safety Act 1995.

Right to exclude

18.2

The *builder* may exclude or remove from the *site* any person who fails to comply with the requirements of the Workplace Health and Safety Act 1995.



Clause 19

Builder's right to suspend

SUSPENSION OF WORKS

19.1 The *builder* may by written notice to the *owner* suspend the carrying out of the *works* if:

- (a) the *owner* does not pay a progress claim as required by Clause 4;
- (b) the *owner* does not give the *builder* evidence, satisfactory to the *builder*, of the *owner's* capacity to pay the balance of the *contract price* when requested by the *builder* under subclause 7.3;
- (c) the *owner* enters the *site* in breach of Clause 10;
- (d) the *owner* does not give an instruction within 5 *working days* of becoming aware of a problem under Clause 13;
- (e) the *builder* gives written notice of unforeseen circumstances under Clause 15 and the *owner* fails to agree to a *variation* within 5 *working days* of receiving the *builder's* request;
- (f) the *owner* objects to the *builder's* selection of a substitute prime cost item in accordance with Clause 21;
- (g) the *owner* or the *owner's* contractors when supplying materials or goods or carrying out any work breach the requirements of Clause 24;
- (h) the *owner* takes possession of the *site* or the *works*, without the *builder's* written consent, prior to payment of all moneys owing under this *contract*;
- (i) any dispute or difference between the *owner* and the *builder* has been referred for determination to the Queensland Building Tribunal under Clause 37; or
- (j) the *owner* is otherwise in breach of this *contract*.

Builder to recommence

19.2

The *builder* must recommence the carrying out of the *works* within a reasonable time after the *owner* gives the *builder* written notice that the reason for the suspension no longer exists.

Costs of suspension and recommencement

19.3

The *owner* must, on demand, pay to the *builder*, in addition to any other amounts the *builder* may have a right to claim, the *builder's* costs of suspending and recommencing the *works* including the *builder's margin* applied to those costs.

No waiver

19.4

The *builder's* exercise of the right of suspension does not prevent the *builder* from exercising any right to end this *contract* under Clause 25 in regard to the same occurrence.

Clause 20

Contents of a variation document

VARIATIONS

20.1 A *variation document* must be in readily legible English and:

- (a) in all cases, state:
 - (i) the work required to carry out the *variation*;
 - (ii) the price of the *variation*;
 - (iii) when that price becomes payable; and
 - (iv) if there will be a delay because of the *variation*, a reasonable estimate of that delay; and
- (b) where the *builder* requests the *variation* must, in addition, state the reason for the *variation*.

Owner's request

20.2

If the *owner* requests a *variation*, the *builder* must, before commencing the work and as soon as is reasonable, either:

- (a) agree to carry out the *variation* by giving the *owner* a *variation document* signed by the *builder*; or
- (c) refuse to carry out the *variation*. If the *builder* refuses, the *builder* does not have to give any reasons for such refusal.

Builder's request

20.3

If the *builder* requests a *variation*:

- (a) the *builder* must, before commencing the work, give the *owner* a *variation document* signed by the *builder*;
- (b) if the *owner* agrees to the *builder's* request, the *owner* must sign the *variation document* and return it to the *builder* as soon as practicable after receiving it.

Where the owner does not sign the variation document

20.4

If a *variation* is agreed and the *owner* has not, within 5 *working days* of the *builder* giving the *owner* a *variation document*, signed that *variation document* and given it to the *builder*, the *builder* may:

- (a) if the *builder* has taken all reasonable steps to ensure the document is signed by the *owner*, carry out the *variation*; or
- (b) withdraw the request or acceptance, as applicable.

Builder to give copy of variation document

20.5

As soon as practicable (but within 5 *working days*) after a *variation* is agreed, the *builder* must give the *owner*:

- (a) a copy of the *variation document* signed by the *owner* and the *builder*; or
- (b) where the *owner* has not signed the *variation document* and the *builder* has taken all reasonable steps to ensure the document is signed by the *owner*, a copy of the *variation document* signed by the *builder*.

Where work is required urgently

20.6

Notwithstanding the above, the *builder* is not required to create a *variation document* before carrying out the varied work if that work is required to be carried out urgently and it is not reasonably practicable in the particular circumstances to do so.

If the price is not agreed

20.7

If the price of a *variation* is not agreed, the price is:

- (a) for additional work, the reasonable price for that work including an amount for the *builder's margin*; and
- (b) for omitted work, the reasonable price for that work.

Payment of variation

20.8

The price of a *variation* becomes payable immediately after that work is commenced unless otherwise agreed.

Owner must not refuse where work is required by law

20.9

The *owner* must not refuse a request by the *builder* for a *variation* where the *variation* is required for the *works* to comply with the law.

Where builder is not entitled to be paid

20.10

In the case of a *variation* requested by the *builder*, the *builder* is not entitled to payment for extra work unless the *variation* became necessary because of circumstances that could not have been reasonably foreseen by the *builder* at the date of this *contract*.

Clause 21

Owner to give notice of selection

PRIME COST AND PROVISIONAL SUM ITEMS

21.1 The owner must give the *builder* written notice of the *owner's* selection of a prime cost item in sufficient time to ensure that there is no delay to the carrying out of the *works*.

Alternative selection

21.2 If a prime cost item selected by the *owner* is unavailable, the *owner* must give the *builder* written notice of an alternative selection within 5 *working days* of the *builder* advising of the unavailability.

Builder to give notice of substitute

21.3 If the *owner* does not give an alternative selection, the *builder* may give the *owner* written notice of the *builder's* intention to select an alternative item that is similar in quality to the unavailable item including details of the proposed alternative item.

Owner to agree or reject substitute

21.4 If within 5 *working days* of receiving the *builder's* notice the *owner* does not give the *builder* written objection to the alternative item, the *owner* is deemed to have agreed to that alternative item. If the *owner* does object, the *builder* may suspend the *works* under Clause 19 until the item selected by the *owner* is available.

Prime cost items

21.5 Each prime cost item must be described and have an allowance stated next to it in *schedule 4* or a schedule forming part of this *contract*. The allowance is the estimated price of supplying and delivering the item to the *owner* and does not include an amount for the *builder's* margin.

Provisional sum items

21.6 Each provisional sum item must be described and have an allowance stated next to it in *schedule 4* or a schedule forming part of this *contract*. The allowance is the estimated price of providing the labour and materials to the *owner* and does not include an amount for the *builder's* margin.

Cost adjustment

21.7 In relation to each prime cost item and provisional sum item if the actual price of supplying the item or providing the work is:

- less than the allowance, the difference is deducted from the *contract price*; and
- more than the allowance, the total of the difference plus the relevant margin on excess stated in *schedule 4* or a schedule forming part of this *contract* applied to the difference is added to the *contract price*.

When adjustment is payable

21.8 Any adjustment to the *contract price* for a prime cost item or a provisional sum item is due and payable with the progress payment in which the amount for that item is included.

Builder to give evidence of cost

21.9 The *builder* must give the *owner* evidence of the cost of the prime cost item or provisional sum item when claiming payment for that item.

Footings, slab etc.

21.10 Where the provisional sum relates to excavation, footings or the slab, the *builder* is only entitled to claim an amount in excess of the allowance where the *builder*:

- had the *foundations data* when the *builder* entered into this *contract*, the need for the additional amount can not be established from that data; or
- did not have the *foundations data* when the *builder* entered into this *contract*, the need for the additional amount could not have been reasonably established, and the amount calculated, had the *builder* obtained the *foundations data* before entering into this *contract*.

Clause 22

Items that are not part of the works

EXCLUDED ITEMS

22.1 The *owner* and the *builder* agree that the materials, goods, labour and services set out in *schedule 3* are excluded from the *works* and the cost of those items are not included in the *contract price*.

Clause 23

Owner to pay cost increase

OTHER COSTS

23.1 The *owner* must, on demand, pay as an addition to the *contract price* the amount of any cost increase due to a *statutory or other authority* introducing or increasing any tax, charge, levy or other regulation after the date of this *contract*.

Clause 24

Owner's obligation

MATERIALS ETC SUPPLIED BY OWNER

24.1 Materials, goods and work to be provided by the *owner* must be:

- suitable for inclusion into the *works*;
- supplied or completed in the time required by the *builder*;
- new unless otherwise specified; and
- completed to the *builder's* satisfaction.

Builder not responsible

24.2 Notwithstanding subclauses 24.3 and 24.4, the *builder* is not responsible for the performance and suitability of materials, services, labour and goods provided by the *owner*.

Defective items or materials

24.3 The *builder* may reject any item or material supplied by the *owner*, if the *builder* believes that item or material to be defective, and require the replacement or correction of that item or material.

Defective work

24.4 The *builder* may reject any work carried out by or on behalf of the *owner* or by the *owner's* contractor and require that the *owner* or the *owner's* contractor replace, correct or remove the defective work.

Owner's risk

24.5 Notwithstanding subclause 14.5, all materials and goods supplied and work carried out by the *owner* or the *owner's* contractors on the *site* are at the risk of the *owner*.

Conditions for the owner's works	24.6	If the <i>owner</i> carries out or causes to be carried out other work on the <i>site</i> while the <i>works</i> are being carried out then the <i>owner</i> must, and must ensure that the <i>owner's</i> contractors:	
		(a) do not interfere with the progress of the <i>works</i> ;	
		(b) hold and maintain the same insurance coverage as the <i>builder</i> is required to hold and maintain under this <i>contract</i> in relation to their <i>works</i> ;	25.5 Owner's notice
		(c) hold an appropriate licence to carry out the work;	
		(d) observe all relevant occupational health and safety laws and the requirements of the <i>builder</i> in regard to occupational health and safety;	25.6 Builder's response
		(e) obey all directions issued by the <i>builder</i> regarding the coordination and timing of their works on the <i>site</i> ;	
		(f) co-operate with all of the other workers and contractors on the <i>site</i> .	25.7 Further notice by builder
Evidence of licences etc.	24.7	The <i>owner</i> must, on request, give the <i>builder</i> evidence of all licences and insurances referred to under subclause 24.6.	25.8 Payment is evidence
Builder may exclude people	24.8	If the <i>owner</i> or the <i>owner's</i> contractor does not observe all of the requirements in subclauses 24.6 and 24.7 the <i>builder</i> may exclude or direct the <i>owner</i> or the <i>owner's</i> contractor to leave the <i>site</i> .	
Builder's rights on the owner's breach	24.9	If the <i>owner</i> breaches this Clause the <i>builder</i> may:	25.9 Date of practical completion
		(a) carry out the <i>works</i> without incorporating such materials, services or goods; or	
		(b) do either or both of the following:	
		(i) suspend the carrying out of the <i>works</i> under Clause 19;	
		(ii) end this <i>contract</i> under Clause 28.	

Clause 25

PRACTICAL COMPLETION

Builder to give estimate	25.1	The <i>builder</i> must, at the <i>owner's</i> request from time to time, give a non-binding -estimate of when <i>practical completion</i> will be reached.	
Builder to give notice and claim	25.2	On reaching <i>practical completion</i> the <i>builder</i> must give the <i>owner</i> :	
		(a) a <i>notice of practical completion</i> stating the <i>builder's</i> opinion of the <i>date of practical completion</i> ; and	
		(b) the <i>final claim</i> .	
Final claim	25.3	Subject to subclause 25.4, the <i>owner</i> must, within 5 <i>working days</i> of receiving the <i>final claim</i> , pay the amount of the <i>final claim</i> to the <i>builder</i> .	26.2 Agreed early possession
Final claim due	25.4	The <i>final claim</i> is not due until the <i>builder</i> :	
		(a) gives the <i>owner</i> a defects document signed by the <i>builder</i> listing minor defects and minor omissions:	
		(i) that are agreed to exist and the time for when those items will be completed or rectified; and	
		(ii) that the <i>owner</i> claims to exist but the <i>builder</i> does not agree with; and	
		(b) makes all reasonable efforts to have the <i>owner</i> sign the document to acknowledge its contents.	

Clause 26

OWNER TAKING POSSESSION

Illegal early possession	26.1	The <i>owner</i> is not entitled to:	
		(a) take control of, possession of or use the <i>works</i> or any part of the <i>works</i> ; or	
		(b) receive the keys for the <i>works</i> ,	
		until the <i>builder</i> has been paid the <i>contract price</i> , adjusted by any additions or deductions made under this <i>contract</i> .	
		The <i>builder</i> may by written notice to the <i>owner</i> permit the <i>owner</i> to:	
		(a) take control of;	
		(b) take possession of; or	
		(c) use,	
		the whole or any part of the <i>works</i> prior to <i>practical completion</i> but such possession does not reduce the <i>owner's</i> liability to pay the outstanding balance of the <i>contract price</i> , adjusted by any additions or deductions made under this <i>contract</i> .	

26.3 If the *owner* breaches subclause 26.1 then, unless such possession or use is with the written consent of the *builder* under subclause 26.2 or after the *owner* has lawfully ended this *contract* under Clauses 28 or 29:

- (a) the *owner* must, in addition to the *builder's* other rights, immediately pay all money then payable under this *contract* to the *builder*;
- (b) the *owner* is deemed to have accepted the *works* in satisfaction of the *builder's* obligations under this *contract*;
- (c) the *builder* is deemed to be discharged and released from:
 - (i) carrying out further *works* including any defects liability on the incomplete part of the *works*; and
 - (ii) all liabilities, costs, losses or damages which the *owner* may suffer or incur which in any way relate to the non-completion of the *works* or any defect in the *works* due to the non-completion; and
- (d) the *owner* indemnifies the *builder* against all liabilities, costs, charges, losses, damages, expenses or fees (including legal fees on a full indemnity basis) that the *builder* may suffer or incur arising out of or in anyway related to:
 - (i) the *owner's* breach of subclause 26.1; or
 - (ii) any direction to rectify or complete incomplete parts of the *works* issued by the Queensland Building Services Authority or Queensland Building Tribunal.

Risk

26.4 The *works* are at the risk of the *owner* on and from the *owner* taking possession of the *works* or any part of the *works*.

Continuing rights

26.5 The rights of the *builder* and obligations of the *owner* under this Clause 26 continue in effect after the ending of this *contract*.

Clause 27

Builder to fix defects

27.1 The *builder* must rectify any defects or other faults (except for minor settlement or minor shrinkage) due to the *works* not being in accordance with this *contract* that appear and are notified in writing by the *owner* to the *builder* within 6 calendar months after the *date of practical completion*.

DEFECTS LIABILITY PERIOD

Clause 28

When the builder is in substantial breach

28.1 The *builder* is in substantial breach of this *contract* if the *builder*:

- (a) suspends the carrying out of the *works*, otherwise than under Clause 19;
- (b) has the *builder's* licence cancelled or suspended; or
- (c) is otherwise in substantial breach of this *contract*.

When the owner is in substantial breach

28.2 The *owner* is in substantial breach of this *contract* if the *owner*:

- (a) does not pay progress payments as required by Clause 4;
- (b) does not pay the *deposit* as required by subclause 4.2;
- (c) does not give evidence of the *owner's* title as required by Clause 6;
- (d) does not give evidence of the *owner's* capacity to pay the *contract price* from time to time as required by Clause 7;
- (e) where a *lending body* is stated in item 9, does not comply with:
 - (i) the requirements of subclauses 7.3 or 7.4;
 - (ii) any of the requirements of the *lending body*; or
 - (iii) the requirements of subclause 5.2;
- (f) does not establish or maintain the *security account* as required by Clause 8;
- (g) does not give possession of the *site* as required by subclause 10.1;
- (h) interferes with or obstructs the *builder* or the *builder's* workers, suppliers or subcontractors in carrying out the *works* in breach of subclause 10.3;
- (i) does not give an instruction within 5 *working days* of becoming aware of a problem under Clause 13;
- (j) does not, or does not ensure that the *owner's* contractors, comply with the requirements of Clause 24;
- (k) takes possession of or uses the *works* or any part of the *works* without the prior written agreement of the *builder* prior to the payment in full of the *contract price*, adjusted by any additions or deductions made under this *contract*, in breach of Clause 26; or
- (l) is otherwise in substantial breach of this *contract*.

Notice to show cause

28.3 If a party is in substantial breach of this *contract*, then the other party may give to that party a written notice to show cause:

- (a) specifying the substantial breach;
- (b) requiring that the substantial breach be rectified within 10 *working days* after the notice is given under this *contract*; and
- (c) stating that, if the substantial breach is not rectified, the other party intends to end this *contract*.

Notice to end the contract

28.4 If the party in substantial breach does not rectify or commence to substantially rectify the substantial breach stated in the notice to show cause within 10 *working days* of receiving that notice, the other party may end this *contract* by giving a separate notice to that effect.

No right to end where matter is referred to QBT

28.5 A party is not entitled to end this *contract* if, within 5 *working days* of receiving the notice to show cause, the party in substantial breach refers the question as to whether the other party has the right to end this *contract* for determination by the Queensland Building Tribunal under Clause 37.

Where matter is referred to the QBT

28.6 If a reference for determination is made under subclause 28.5 the carrying out of the *works* is suspended and the notice to show cause is not effective until the Queensland Building Tribunal has made a determination.

When notice is ineffective

28.7 Neither party is entitled to give a notice to show cause while that party is in substantial breach of this *contract*. A notice given by a party in substantial breach is ineffective.

Builder's rights

28.8 On this *contract* being ended by the *builder* under Clauses 2, 15, 24, 28 or 29 the *builder* may, without prejudice to any other rights or remedies that the *builder* may have under this *contract* or at law, recover from the *owner* as a debt due and owing the greater of the following amounts:

- (a) 5% of the *contract price*; or
- (b) damages including:
 - (i) the cost of all work carried out by the *builder* under this *contract*;
 - (ii) the cost to the *builder* of any materials purchased by the *builder* and delivered to the *site* or ordered by the *builder* from suppliers and which orders can not be cancelled;
 - (iii) the cost to the *builder* of quitting the *site*;
 - (iv) the *builder's margin* on the total of the amounts payable under subparagraphs (i), (ii) and (iii);
 - (v) default interest on any unpaid moneys under Clause 33; and
 - (vi) all other costs and losses incurred by the *builder* as a consequence of this *contract* being ended.

Other rights unaffected

28.9 Nothing in this Clause 28 alters or affects any rights of either party at law or otherwise to end this *contract* without notice consequent upon the repudiation of this *contract* by the other party.

Clause 29

Ending contract for insolvency

TERMINATION FOR INSOLVENCY

29.1 If a party:

- (a) informs the other party in writing or its creditors generally that the party is insolvent;
- (b) becomes or is bankrupt or seeks to take advantage of the laws relating to bankruptcy; or
- (c) has a Court order made for the winding up of the party or a resolution for its winding up is made,

and as a consequence, that party is unable to perform its obligations under this *contract*, the other party may immediately end this *contract* by giving written notice to that party to that effect.

Builder's rights on ending of contract

29.2 The *builder* is entitled to be paid all amounts calculated in accordance with subclause 28.8 if this *contract* is ended under this Clause 29.

Clause 30

No assignment without consent

ASSIGNMENT AND SUBCONTRACTING

30.1 Neither party may assign this *contract* or any payment or any other right, benefit or interest under this *contract* without the prior written consent of the other party.

Builder may subcontract

30.2 The *builder* may subcontract any part of the *works* but such subcontracting does not relieve the *builder* from the *builder's* obligations under this *contract*.

Clause 31

When given and received

NOTICES

31.1 Unless otherwise stated in this *contract*, a notice is deemed to be given and received if the notice is:

- (a) delivered by hand to the other party;
- (b) posted by ordinary pre-paid mail to the other party's last known address, 2 *working days* following the day it was posted;
- (c) sent by facsimile transmission to the party's last known facsimile number, on receiving confirmation of transmission; and
- (d) e-mailed to the party's current e-mail address.

Clause 32

When the owner is entitled

LATE COMPLETION DAMAGES

32.1 If the *works* do not reach *practical completion* by the end of the *building period* the *owner* is entitled to liquidated damages in the sum specified in item 11 for each *day* after the end of the *building period* to and including the earlier of:

- (a) the *date of practical completion*;
- (b) the date this *contract* is ended; and
- (c) the date that the *owner* takes possession of the *site* or any part of the *site*.

Clause 33

Default interest payable

DEFAULT INTEREST

33.1 If the *owner* does not pay any amount owing to the *builder* in full by the due date, then the *owner* must pay *default interest* on such amount that is unpaid from time to time.

Clause 34

Owner to pay additional costs

DEBT COLLECTION COSTS

34.1 The *owner* must pay to the *builder* any debt collection costs, including any legal fees on a solicitor and own client basis, associated with recovering or the attempted recovery of an amount under this *contract*.

Clause 35

Charge over the site

CHARGE ON MATERIALS AND THE SITE

35.1 The *owner* grants a lien to the *builder* on all materials located on the *site* for the due payment to the *builder* of all moneys that are or may become payable to the *builder* arising out of the subject matter of this *contract*.

Charge over the land

35.2 Except where the *owner* is a *resident owner*, the *owner* charges the *land* with, and grants an equitable mortgage in favour of the *builder* for, the due payment to the *builder* of all moneys that are or may become payable to the *builder* arising out of the subject matter of this *contract*.

Owner to sign a mortgage

35.3 If so requested by the *builder*, the *owner* must deliver an executed mortgage in registrable form to secure the charge over the *land*.

Owner to pay fees and duties

35.4 The *owner* is to pay to the *builder* on demand all stamp duty and registration fees that are payable or paid on:

- (a) this *contract*;
- (b) any caveat or mortgage under this Clause that is lodged for registration; and
- (c) any withdrawal of such caveat or release of such mortgage.

35.5 The owner must, at the builder's request, provide to the builder a deed of guarantee and indemnity in the form in the annexure duly executed by every guarantor named in item 13 and enforceable against each such guarantor.

Clause 36

Builder's warranties

STATUTORY WARRANTIES

36.1 To the extent required by the Domestic Building Contracts Act, the builder warrants that:

- (a) all materials supplied by the builder will be good and, having regard to the relevant criteria, suitable for the purpose for which they are used and that, unless otherwise stated in this contract, those materials will be new;
- (b) the works will be carried out in accordance with all relevant laws and legal requirements, including, for example, the Building Act 1975;
- (c) the works will be carried out in an appropriate and skilful way and with reasonable skill and care;
- (d) the works will be carried out in accordance with the plans and the specifications to this contract;
- (e) if the works consist of the erection or construction of a detached dwelling, or are intended to renovate, alter, extend, improve or repair a home, to a stage suitable for occupation, that the detached dwelling or home will be suitable for occupation when the works are finished; and
- (f) each provisional sum item allowance, if calculated by the builder, has been calculated with reasonable skill and care, having regard to all the information reasonably available when this contract is entered into (including information about the nature and location of the site).

Meaning of relevant criteria

36.2 The relevant criteria for materials for the purpose of paragraph 36.1(a) means:

- (a) generally accepted practices or standards applied in the building industry for the materials; or
- (b) specifications, instructions or recommendations of manufacturers or suppliers of materials.

Clause 37

Reference to Queensland Building Tribunal

DISPUTES

37.1 If any dispute or difference between the owner and the builder arises in connection with the subject matter of this contract then either party may give to the other party written notice of such dispute or difference and such dispute or difference may be referred for determination to the Queensland Building Tribunal.

Clause 38

Meanings

INTERPRETATION

38.1 In this contract, except where the context otherwise requires:

"all weather access" means adequate access to the site as reasonably required by the builder to carry out the works;

- (a) that complies with the law; and
- (b) gives the builder access in all weather conditions.

"builder" means the party named in item 3 and includes the builder's successors, permitted assigns and, where appropriate, includes anyone acting with the builder's express authority;

"builder's margin" means the percentage of an amount to cover the builder's administration costs, overheads and profit being 20%;

"building period" means the number of days stated in item 10 as extended by Clause 17;

"calculable delay" means a delay to the carrying out of the works caused by inclement weather, non-working days or any other cause of delay that is reasonably likely to delay the carrying out of the works and for which a description and an allowance are set out in item 10;

"commencement" means when the builder commences physical work on the site;

"contract" means the agreement between the parties set out in the contract documents;

"contract documents" means these general conditions, any special conditions, the specifications, the plans and other documents specified in item 12;

"contract price" means the amount stated in item 5;

"date of practical completion" has the meaning in Clause 24;

"days" means calendar days;

"default interest" means the annual rate equal to the Commonwealth Bank overdraft index rate: quarterly charging cycle plus 5%;

"defects liability period" has the meaning in subclause 26.1;

"deposit" means the amount stated for the deposit in schedule 2;

"final claim" means the claim by the builder for payment of the balance of the unpaid contract price, adjusted by any additions or deductions made under this contract, plus all other moneys owing under this contract;

"foundations data" means the information about the site that a builder exercising reasonable care and skill would need to prepare:

- (a) an appropriate footings design and, if appropriate, an appropriate concrete slab design; and
- (b) an adequate estimate of the cost of constructing the footings and, if appropriate, concrete slab,

including that information required to be obtained under the Domestic Building Contracts Act;

"guarantor" means those persons or entities named as guarantor in item 13;

"incalculable delay" means a specific cause described in item 10 that the builder believes will delay the carrying out of the works but for which it is not possible to adequately estimate the period of likely delay;

"item" means the relevant item number in schedule 1;

"land" means the land described in item 7;

"lending body", where stated in item 9, means the bank, financial institution or government authority that provides funds to the owner to enable the owner to pay the contract price, adjusted by any additions or deductions made under this contract, to the builder;

"non-working days" means weekends, public holidays, rostered days off or other days not generally available for carrying out the works;

"notice of practical completion" has the meaning in Clause 25;

"owner" means the party named in item 2 and includes the owner's successors and permitted assigns;

"practical completion" has the same meaning as in schedule 2;

"resident owner" means an individual who intends to reside in the completed works:

- (a) on practical completion; or
- (b) within 6 months after practical completion;

"schedule" means the relevant schedule forming part of this contract;

"security account" means an account with a financial institution, bank or building society nominated by the owner and approved by the builder and described in Clause 8;

"security account money" means an amount equal to the contract price, adjusted by any additions or deductions made under this contract, less the total of any money being advanced by the lending body and any payments received by the builder;

"set amount" means the greater of \$200,000 or an amount above \$200,000 prescribed as the set amount under a regulation to Section 56 of the Domestic Building Contracts act.

"site" means the whole of or that part of the land reasonably required by the builder for the carrying out and completion of the works;

"stage" means the relevant stage as described in schedule 2;

"start and price review date" means the date stated in item 6;

"statutory or other authority" means a person authorised under the Building Act or the Local Government, State or Federal Government or any government agency that has power to affect the works;

"unforeseen circumstances" means an actual surface or sub-surface condition of the site which will not support or is likely to affect the works or cause an increase in the contract price;

"variation" means:

- (a) an omission, addition or change to the works; or
- (b) a change in the manner of carrying out the works;

"variation document" has the meaning in subclause 20.1;

"works" means the works to be carried out, completed and handed over to the owner in accordance with this contract as shown in the contract documents including variations;

"working days" means days other than non-working days, and like words have a corresponding meaning.

38.2 Whenever a defined term appears in this contract it is in italic text.

38.3 In this contract:

- (a) words denoting the singular number only include the plural number and vice versa;
- (b) a reference to any gender includes every other gender;
- (c) words denoting individuals only includes corporations and vice versa;
- (d) where a period of time is specified by a number of days and the last day of the period falls on a non-working day such period is extended to end on the next working day; and
- (e) the general notes, clause headings and side notes do not form part of this contract and cannot be used in its interpretation.

38.4 This contract is to be construed under the law of the State of Queensland.

Defined terms indicated

Construction

Governing law

38.5 If there is more than one owner:

- (a) the obligations in this contract apply to each owner individually and to all owners as a group;
- (b) a quote, notice, claim or any other communication to the owner has only to be given to one of the owners; and
- (c) only one owner has to sign a quote, notice, instruction or other communication to bind all owners.

ANNEXURE 1.

DEED OF GUARANTEE AND INDEMNITY

INTERPRETATION

"builder" is

"owner" is

"contract" is that between the builder and the owner dated

BACKGROUND

The owner executed the contract at the guarantor's request.

The guarantor is aware of the owner's obligations under the contract.

OPERATIVE

1. Guarantee

The guarantor guarantees to the builder the fulfilment of the owner's obligations under the contract including but not limited to the due payment of all money's arising out of the subject matter of the contract.

2. Indemnity

The guarantor indemnifies the builder against any claim, loss or damage arising out of the subject matter of the contract caused by or resulting from any non-fulfilment of the owner's obligations referred to in Clause 1.

3. Principal Debtor

The guarantor is deemed to be a principal debtor jointly and severally liable with the owner to discharge the obligations referred to in Clause 1.

4. No Merger

The guarantor agrees that this Deed does not merge on completion or on the ending of the contract by either party and continues notwithstanding that the owner, if a corporation, is placed in liquidation or if a person, is declared bankrupt.

5. Severability

Any provision of this Deed which is illegal, void or unenforceable will be ineffective to the extent only of such illegality, voidness or unenforceability and will not invalidate any other provision of this Deed.

6. Where More Than One Guarantor

If the guarantor consists of more than one person, this guarantee and indemnity is not affected by the failure of all persons comprising the guarantor to sign this guarantee and indemnity or this Deed being unenforceable against any one of them.

GUARANTOR'S STATEMENT

I/we understand the nature/terms and extent of the guarantee and indemnity provided by me/us and further acknowledge that I/we have obtained independent legal advice prior to executing this Deed of Guarantee and Indemnity.

Signed as a Deed

Guarantor's names:

Witness' name and signature:

Witness's address:

Date:

CONTRACT INFORMATION STATEMENT

This Statement is approved under S. 99(1) of the Domestic Building Contracts Act 2000 for HIA QC1, QC2 and QC3 contracts only. This Statement is not to be used for a cost plus contract.

In this Statement, the Domestic Building Contracts Act is referred to as the Act

This Statement contains general information about regulated contracts for the benefit of building owners.

Contract Checklist

- ☐ If the work under the contract is valued at more than \$3300 and involves:
 - (a) the construction of a new home or duplex;
 - (b) the construction of any building or fixture associated with your home, such as a garage, carport, retaining wall, driveway, fence, workshop, swimming pool or spa;
 - (c) renovations, extensions, alterations, improvements or repairs to your home, duplex or home unit;
 - (d) kitchen or bathroom refits; or
 - (e) landscaping and paving.
- ☐ then, you must enter into a written contract. Your contractor is to provide you with a copy of the written, signed contract as soon as practicable after the contract is entered into (no later than 5 days from the date of the contract) and before commencing work.
- Before signing the contract, you should read it thoroughly, together with this statement, and ask your contractor about anything that you do not understand. Check that:
 - ☐ the contract is in English and legible;
 - ☐ the names and addresses of you and your contractor are clearly stated;
 - ☐ your contractor's licence number is stated on the contract and it is the same as on the contractor's licence card;
 - ☐ the date the contract is made is indicated;
 - ☐ the start and finish dates for the work are stated or if the start date is not known, the contract must state a building period and that your contractor will start the work as soon as it is reasonably possible;
 - ☐ the allowances that the contractor has made in working out the time required to do the work for certain types of likely delay (such as bad weather, weekends and public holidays etc) are reasonable for when it is anticipated that the work will be carried out;
 - ☐ if the start date is unknown, the contract should state how the start date is to be decided;
 - ☐ the location of building site and description of location, including lot-on-plan or similar is included;
 - ☐ the total price and payment provisions are clearly stated;
 - ☐ definitions of key terms are included;
 - ☐ there is description of any fixtures or fittings shown on the plans which are not included in the work;
 - ☐ if the work involves footings or slabs, the contractor has obtained appropriate foundations data. You are entitled to a copy of this data on paying for it; and
 - ☐ the applicable statutory warranties are set out in the contract.

Other Contract Documents

If your contract includes prime cost items, or provisional sum items, the contract is to have a separate schedule describing each item and showing a breakdown of the estimated prices for each and any margin that your contractor may charge when the actual price is more than the allowance and when claiming payment your contractor must give you evidence of the cost.

The plans and specifications showing in detail what work is to be done are to be attached to the contract. These must be sufficiently detailed to enable any necessary approvals or authorisations from local government or private certifiers to be obtained.

Check the plans for accuracy ensuring all variations are included. Advise your contractor immediately of any errors or omissions. If you have specific requirements with regard to quality and finish, these details (e.g. type and number of coats of paint, materials to be used, etc) should be written in the contract.

Display Homes

If your contract is to construct a home similar to your contractor's display home, your contractor must, unless you agree otherwise and clearly indicate that agreement in your contract, use the same plans and specifications and build to the same quality using materials of the same quality.

The Cooling-Off Period

Under the Act you have a right to withdraw from the contract during a 'cooling-off' period. You may withdraw from the contract during the following periods of time:

- ☐ within 5 working days of receiving, from your contractor, a copy of both the signed contract and this information statement or
- ☐ If the items above are given to you separately, then within 5 working days of receiving the second document.

To withdraw from the contract you must give a written notice of withdrawal to your contractor or to your contractor's address as shown on the contract before the 5 working day period expires. If you withdraw your contractor is entitled to \$100 plus all out of pocket expenses reasonably incurred to the date of withdrawal.

If your contract does not contain a notice advising you of your right to 'cool off', then you are entitled to withdraw within the period up to 7 days after you become aware that the contract should have contained such a notice.

You do not have a right to withdraw if you:

- and your contractor had a previous contract on substantially the same terms for the same site or home; or
- have received independent legal advice before entering into the contract.

You may sign a notice waiving your rights to the cooling off period under a repair contract to enable the contractor to immediately start the repair work.

Building Approvals

Approvals for building work must be obtained from a building certifier. All building certifiers must be accredited by BSA. If you wish to engage a building certifier, legislation states that the engagement must be in writing and must state the certification fee. It is unlawful for a building certifier to certify or approve work with which they are personally involved as a contractor or designer, or from which they are able to derive a profit.

Building inspections on dwellings must be performed by a building certifier or a competent person authorised by the certifier at the footing, slab, frame and final stage. The primary function of these on-site inspections are to ensure that construction work complies with approved plans and recognised building standards, including the *Building Code of Australia* (BCA). These inspections do not ensure compliance with the terms of the contract or judge the quality of the work.

It is your responsibility, working together with your contractor, to ensure that the work is constructed to an acceptable standard.

Your contractor must also provide you with a copy of each certificate of inspection as it is issued. As soon as is practicable after the work is completed, your contractor must also provide you with copies of any reports, notices or orders issued by suppliers of services, including, for example, electricity, gas, telephone, water or sewerage.

Insurance

For construction of a new home

Make sure that construction insurance has been arranged and paid for by your contractor. This insurance covers your home during the construction phase against such things as fire, storm and tempest, flood, theft, vandalism, etc.

For construction involving an existing home

Advise your existing insurance company of the details of the work before it is started. Your home property insurance policy may be inoperative while construction is in progress. Discuss this with your insurance company.

Statutory Insurance

For contracts for residential construction work over \$3,300 in value, the BSA Statutory Insurance Scheme provides up to \$200,000 cover for a 6 1/2 year period if a licensed contractor performs the work. The residential construction work covered includes:

- (a) the construction of a dwelling or unit (provided the building is not over 3 storeys in height) and residential outbuildings (i.e. garage, pool change room, etc); and
- (b) certain replacements of, or extension to, part or all of a residential building (including refitting bathrooms and kitchens).

Your contractor is required to pay the premium directly to the BSA before the plans can be approved by the local government or building certifier. When you receive your Certificate of Insurance and policy from the BSA, read the terms of the policy (note the extent of cover and exclusions) and check that the Notified Contract Value agrees with your contract price. If these amounts vary by more than \$5,000 you should contact the BSA to amend your cover.

PART TWO: DURING CONSTRUCTION

Payments

The Act places restrictions on amounts that your contractor can claim.

The deposit is to be no more than 5% where the price is \$20,000 or more or where the price is less than \$20,000, can be up to 10%.

If the price is to be paid in instalments, the amount of each instalment is to be stated in the contract. The Act sets the following payment schedules for relevant contracts:

	Stages	Percentage of Original Contract Price
1. Contract to build to enclosed	Base Stage	20%
	Frame Stage	25%
	Completion of Contract	Balance
2. Contract to build to fixing stage	Base Stage	12%
	Frame Stage	18%
	Enclosed Stage	40%
	Completion of Contract	Balance
3. Contract to build all stages	Base Stage	10%
	Frame Stage	15%
	Enclosed Stage	35%
	Fixing Stage	20%
	Practical Completion	Balance

You and your contractor may agree that a relevant schedule does not apply to your contract and, in which case, an amended schedule must form part of your contract. You can not agree to vary the maximum deposit.

You should be aware of any upcoming progress payments. Carefully follow the arrangements for payments made in your contract, making sure that you pay by the due date and do not pay more than the required amount.

In the schedules mean:

Base Stage means

For buildings with a timber floor with base brickwork, when:

- ☐ concrete footings for the floor are poured; and
- ☐ base brickwork is built to floor level; and
- ☐ bearers and joists are installed;

OR

For buildings with timber floor without base brickwork, when

- ☐ stumps, piers or columns are finished; and
- ☐ bearers and joists are installed;

OR

For buildings with suspended concrete slab floor, when

- ☐ concrete footings are poured; and
- ☐ formwork and reinforcing for the suspended slab are installed;

OR

For a building with a concrete floor (not suspended), when the floor is finished.

Enclosed Stage means when:

- ☐ External wall cladding is fixed;
- ☐ The roof covering is fixed
- ☐ Structural flooring is laid;
- ☐ External doors are fixed (even if only temporarily); and
- ☐ External windows are fixed (even if only temporarily)

Fixing Stage means when all internal lining, architraves, cornices, skirting, doors to rooms, baths, shower trays, wet area tiling, built-in shelves, built-in cabinets and built-in cupboards are fitted and fixed.

Where the contract is to build to a stage suitable for habitation, the payment on practical completion is due only once the home is suitable for habitation. If there are any minor omissions or defects then your contractor should provide you with a

signed list of these stating by when your contractor is to correct each defect or omission. The list must also state any defects or omissions which you believe exist but that your contractor does not agree with.

Variations

Any change to the work to be done under a contract is known as a variation.

Your contractor must put any variations in writing as soon as practicable and, if the variation means additional work, it is to be done before that work is started except where the work is urgent and it is not practicable to get it in writing first.

Your contractor must give you a copy of the variation document as soon as practicable and at least within 5 business days from when the document is signed. The variation document must:

- be in English and legible;
- be signed by your contractor. Your contractor must also take reasonable steps to have you sign the document;
- describe the variation;
- state the reason for the variation (only if sought by your contractor);
- provide a reasonable estimate of any delay to the work which may result;
- state the change to the contract price or set out the method for calculating the price change. If this is not stated, your contractor may still be entitled to the cost of the variation plus a reasonable profit; and
- provide for when the price for the variation is to be paid or credited.

If you agree with the contents of the variation document, you should sign it.

If your contractor asks for a variation involving additional work, you are only liable to pay for that extra work, including excavations, if your contractor could not reasonably have foreseen that work at the time of contracting.

The Site

Your contractor is entitled to occupy the site for the purposes of carrying out the work. You are entitled to reasonable access to the site to view the work but you must not interfere with the carrying out of the work. If you do so, you become liable for resulting costs or delays.

If you are going to live in the completed work within 6 months of completion then the contractor has no right to place a caveat over your land.

Dispute Prevention

Disputes between contractors and consumers occur for many reasons including:

- inaccurate or incomplete documentation;
- poor communication;
- unsatisfactory work;
- delays; and
- lack of knowledge of building practices.

You should maintain regular contact with your contractor and ask your contractor about anything you do not understand. Record key events, for example dates and details of meetings, phone calls, etc. in your diary. This can be very useful to avoid or resolve disputes.

Quality Control

It is your responsibility, working with your contractor, to check the quality of the work. The best way to achieve the desired quality is to conduct regular inspections of the work (at roughly the progress payment stages), by appointment with your contractor.

If you are not confident that you have the experience or time to sufficiently safeguard quality then you may wish to engage an appropriately qualified and experienced building consultant. If you are going away you should appoint an attorney to deal with your contractor in your absence. If you intend to engage a building consultant or appoint an attorney, you should advise your contractor.

On Completion / Handover

When your contractor advises you of handover, a final, pre-handover inspection should be arranged. This inspection, with your contractor, is an opportunity for you to:

- check the house thoroughly for defective or missing items;
- make sure you receive from your contractor a list of minor defects and omissions;
- record details on the hand over document of any items missing, damaged or unfinished; and
- provide the final progress payment (Do not withhold this payment without first obtaining legal advice).

PART THREE: DISPUTES

If you have any concerns about the building work:

- Advise your contractor immediately of any problems

Your first step is to convey your concerns in writing to your contractor, giving a reasonable time (say, 14 days) in which to address the matter. Make sure you keep a copy for your records.

- For unresolved technical disputes after completion, you may refer the issue to the BSA

You should note that the BSA can not assist with minor matters that are more than 6 months old so you should contact the BSA about any such matter as soon as it is apparent. After you have lodged a complaint, a BSA technical representative may meet you and your contractor on-site and inspect the work. Prior to the site inspection, you and your contractor will have a further opportunity to resolve the dispute.

The BSA, at the site inspection, will:

- (a) make a determination as to who is responsible for defects;
- (b) where appropriate, direct your contractor to rectify any defects or complete the works. If your contractor is directed to rectify defects you should allow reasonable access.

The BSA can be contacted by calling 3225 2800 (or your regional BSA office) or writing to PMB 84 Coorparoo, Brisbane, Qld, 4151.

- Apply to the Queensland Building Tribunal

Contractors and consumers are all entitled to take any domestic building disputes to the QBT. More information on the QBT's procedures can be obtained by calling 3247 3333, or writing to QBT, GPO Box 2469, Brisbane, Qld 4001.

In addition to the dispute resolution alternatives outlined above, you may have a right to pursue your concerns in the Court or arbitration system. Expert advice should be obtained before commencing proceedings or taking any other action under the contract, eg pursuing liquidated damages or terminating the contract.

PART FOUR: AFTER MOVING IN

Warranties

- Manufacturer's Warranties

Obtain copies of the manufacturer's warranties (commonly of 12 month's duration) for each of your new household appliances from your contractor.

- Statutory Warranties

The Act implies certain warranties into regulated contracts. These warranties must be stated in the contract and are set out below

Warranty	Comment
All materials will be good and suitable for the purpose for which they are used and unless otherwise stated in the contract, all materials used in the work will be new.	Only applies where the contractor is responsible for supplying the materials. The warranty does not apply where: (a) you have engaged an architect to administer the contract and the contractor is subject to the direction of the architect for supplying the materials; or (b) the contract states that you are responsible for nominating the materials and, without any recommendation, suggestion, criticism or other approach being made to you by the contractor, you specifically nominate certain materials and either: i there are no reasonable grounds for not using those materials; or ii there are reasonable grounds for not using those materials but the contractor has given written advice to you not to use them and despite that advice you have insisted on those materials being used. As the suitability of materials regard must be had to generally accepted practices or standards applied in the building industry or the specifications, instructions or recommendations of manufacturers or suppliers of the materials.
The contractor will comply with all relevant laws	
The work will be carried out in an appropriate and skilful way and with reasonable care and skill.	
The work will be carried out in accordance with the plans and specifications.	
The detached dwelling or home will be suitable for occupation when the work is finished.	Applies if the contract is for work that: a) consists of the erection or construction of a detached dwelling; or b) is intended to renovate, alter, extend, improve or repair a home, to a stage suitable for occupation.
The work will be carried out with reasonable diligence	Applies only to contracts if the contract is a cost-plus contract and it does not have a stated completion date or period.
Provisional sums will be calculated with reasonable care and skill.	Reasonable care and skill requires consideration by the contractor of all information reasonably available when the contract is entered into (including information about the nature and location of the building site).

Footings Foundations and Termitte Systems

You should be aware that you have obligations to maintain the foundations and footings of the completed work and also the termite management system.

I/We have received CSIRO Information Sheet No. 10/91 and CORAL HOME'S information letter termitte prevention

Owner's Signature 29.5.03
Date

Owner's Signature 29.5.03
Date

Call Forward Sheets

A call forward sheet is a sheet used to track when materials are needed and when they should be ordered. This is a tool to help schedule and organise work for the project that need to be undertaken on site. When creating a call forward sheet, it's easier to refer to your purchase orders. The sheet includes tasks to be completed, reference number of materials and tasks, date the materials need to be ordered, delivery dates, comments and supplier details.

As our project hasn't really started yet, I don't have our call forward sheet to show you however, here is an example I found online.

Prepare site files

Call forward sheet

Site address: 16 Broken Court, Bowen Hills
Client: Martha and Bob Johns
Contact no: 0412 345 678

Project no: 301
Building surveyor: Sam Smith
Office number: (07) 345 8888

	Task/activity	Order no.	Ordering		Supplier details			Instructions or comments
			Order day	Delivery date	Material supplier	Contractor	Supplier contact no.	
Base stage								
21	Order toilet	100100	10/11/07	15/11/07		Hire Me	9847 7788	Emptied weekly. Call for unscheduled service.
22	Order crossover	100105	10/11/07	15/11/07		Hire Me	9847 7788	
23	Order temporary fencing	100106	10/11/07	16/11/07		Melbourne Temp Fencing	9587 5547	
24	Earthworks	100109	3/11/07	18/11/07		Jack Excavations	8745 1154	
25	Prepare flooring	100110	15/11/07	18/11/07		Carpenters R Us	9536 4780	
26	Stormwater rough in	100111	3/11/07	19/11/07		Paul's Plumbing	9854 4547	
27	Under slab sewer	100112	8/11/07	19/11/07		Paul's Plumbing	9854 4547	
28	Order timber	100114	3/11/07	18/11/07	Timber Specialists		9541 1111	

Dion, please let me know if you have any questions.

Kind Regards,

Tess Veldink
Senior Contract Administrator

To: dionveldink@coralhomes.com.au
From: tessdunning@coralhomes.com.au
Subject: Current project: 7 Cassim Place

Hi Dion,

Hope you had a good weekend. Today I'll be explaining the different analysis parts of a construction project.

Project cost against estimates

In the first stage of a project a quote is produced, which shows an estimate of all materials and labour required for the build. The quote should cover all aspects of construction from the beginning to the end. It's very important to monitor project costs by comparing the actual costs with the estimated costs to show areas that were overestimated and underestimated. You can monitor costs by creating graphs and tables so the builder can see which months they will need payment from the client, if there are sufficient funds by looking at the difference between estimated and actual cost and the overall cost of the project.

As our project hasn't started here is an example of a cost table made from a previous project.

Month	Estimated costs	Actual costs	Difference (estimated costs minus actual costs)
March	32,640	40,000	-7,360
April	58,560	60,500	-1,940
May	56,960	65,245	-8,285
June	59,040	62,900	-3,860
July	31,840	33,860	-2,020
August	41,446	45,890	-4,444
September	36,806	37,420	-1,100
Total	316,806	345,815	-29,009

Analysing approved variation costs

Cost variance analysis helps you to detect and correct variances from expected levels and comprised of the following steps;

- Calculate the difference between an incurred cost and an expected cost
- Investigate the reasons for the difference
- Report this information to management
- Take corrective action to bring the incurred cost into closer alignment with the expected cost

Final project cost analysis

There are a number of ways to analyse a projects costs on completion and the easiest way to look at the overall changes is by plotting them on a graph. Here are 5 different graph methods

1. Cost against time chart – explains the expenditure for each period plotted against it. This shows which period of time was the most expensive for the project. This graph is looking only at the actual cost of the project.
2. Accumulative actual cost – explains the total amount spent to date plotted against it. This shows the rate that money is being spent as a climbing line.
3. Estimated and actual cost graph – shows by how much the project was overestimated or underestimated at the different stages of the project. This can either be on a bar or line graph.
4. Accumulative, estimated and actual graph – shows the total amount spent for each period. This shows the rate that money is being spent as a climbing chart.
5. Accumulated difference – A builder can plot the profit or loss at the end of each stage of the project on a bar chart. The accumulated difference is first calculated and then used to construct a bar chart

We analyse project costs because it's important to assess what was spent and check whether the estimates at the beginning of the project were reliable and help improve your estimates for the next project.

Maintain data files of standard costs

Approving and incorporating variations into your site files is a process of ensuring the proper maintenance and management of your schedule and to achieve accountability across all building stages. You must continue to keep your building schedule up to date and incorporate costs variances across all site files including, approved documents and permits, building contract and relates documents and variations and purchase orders/quotes.

Please let me know if you have any questions – thanks Dion.

Kind Regards,

Tess Veldink
Senior Contract Administrator

Occasion 2 - Commercial

To: gabrielledunning@bluestar.com.au
From: tessveldink@bluestar.com.au
Subject: Current project: Burleigh State School

Hi Gabrielle,

Welcome to Blue Star it's great to have a new team member on this project. As discussed, we will be working together on the Burleigh State School project handling all electrical works. As you are aware all project has tight schedules so it's very important to produce schedules for material and labour in order to ensure all costs are being recorded and tracked appropriately.

As you are a junior contract administrator, I'll be sending your information about the different processes and documents examples for you to refer back to.

The first thing that I'll discuss is contract conditions in the schedule, including all contractual requirements, local government conditions, selections and variations to contract.

A construction schedule is a concise list of activities that require to complete a project including – sequence of the tasks and timing of the tasks. Project schedules are used to track materials and labour required for each task. It's important to schedule tasks as the builder will not always have employees on hand who have the specialist skills required to complete a project.

Contractual Requirements

The contract determines the materials and labour required for the project. The contract is made up of different documentation such as commencement date, completion date, contract date, building specifications (such as, material, colour, product specifications), penalties and plan and elevation drawings.

Local Government conditions

Before starting construction, the builder must apply to the relevant local authority for the building permit. For example, this project we will need to adhere to the City of Gold Coast regulations. The council will then confirm that the building plans comply with relevant building laws. This step should be approved before any scheduling is done for the project, as conditions could vary e.g. start times, working days. As electricians we also have to receive permits from Energex and Electrical Safety department for the project works.

Colour Schemes/Selections

There is a lot to consider with the schedule so it's important to factor in the owner's requirements for the colour schemes and selections. Some requests may require a special order to be made or ordered from overseas. An example being different light fittings or switches. Our contracts between us and the client (builder) ensure that all selections are covered for interior and exterior.

Variations to Contract

As you might already be aware variations for project are very common. A variation is a change in the type, extent or quality of the works being undertaken. Most building contracts allow for variation where changes to the physical building works are required. It's not unusual for minor things to be overlooked into in the contract which results in a variation. Variations need to be confirmed by the client as they can include additional costs or delays in the project. Common variations include, changing fixtures/finishes, adding additional lighting or cabling and power upgrades.

This is all the information for the first stage – Thanks Gabrielle.

Please let me know if you have any questions.

Thanks,

Tess Veldink
Senior Contract Administrator

To: gabrielledunning@bluestar.com.au
From: tessveldink@bluestar.com.au
Subject: Current project: Burleigh State School

Hi Gabrielle,

This email is going to be about producing material and labour schedules.

Nominating suppliers and contractors for works

Finding the right supplier is essential for building a successful project. You need to find a company that is reliable and meets the contract and project needs. Having a reliable supplier is an important part of providing the customer with quality products and service at a competitive price.

Attached is the supplier list we will be using for this project. As you can the left column displays the materials we will need for the project and three supplier we have approached to quote. We then give the supplier a due date for the quote and from there we chose the best supplier for the job, we take into consideration quality, availability and delivery times.

Once we have awarded the supplier, we might do up a supplier agreement if the order is over \$20,000. If not, we send through our company terms and conditions for their perusal. Sometimes we will negotiate with suppliers, as sometimes one supplier can offer multiple goods or service, we then discuss and make a deal often for us to save money.

We then start with the ordering process firstly adding them to our call forward spreadsheet and work schedules.

Supplier invites

[illegible]

Overlay drawings

Overlay drawings are drawings that show further detail on top of any existing plans and specifications. Overlay drawings are generally designed to, provide more visual clarity about a building process and provide advice if there have been changes that require any specialist changes.

No additional approvals are required for this step as the drawings are showing additional information and not an encroachment outside of the original plans approved by the council. Attached is a copy of overlay drawings of the Burleigh State School project. As you can see the additional information has been added to an existing drawing and shaded in red. The drawing shows cable trays for the conduit to sit on.

Contract details and order instructions

A Purchase Order should contain the following information;

1. Order date and delivery date
2. Purchase order number
3. Supplier details
4. Delivery details
5. Supplier contract information
6. Project Manager details
7. Product description
8. Terms and conditions
9. Total order cost

Attached is copy of a purchase order that we have used Burleigh State School.

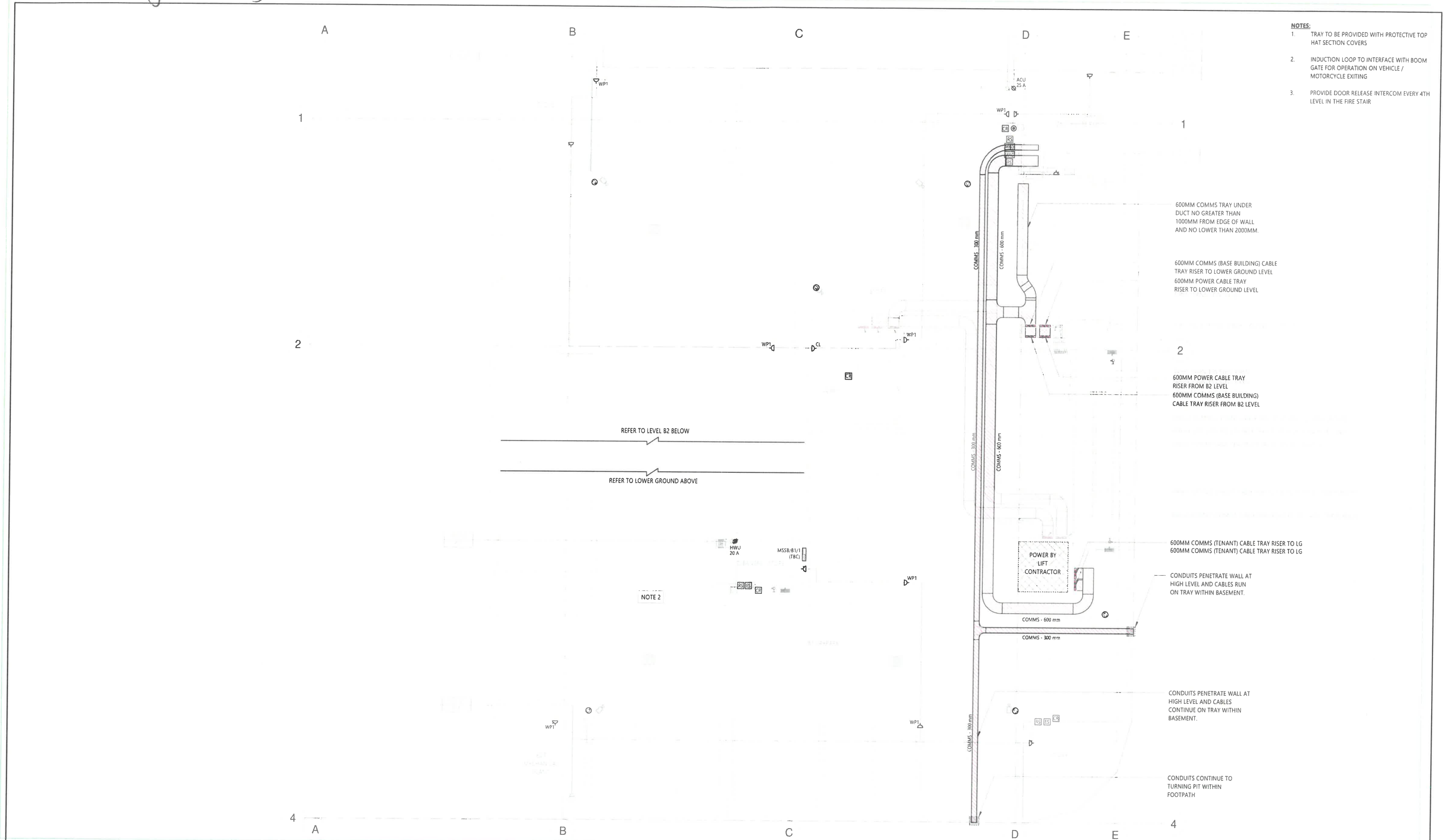
A Work Order provides the instruction and specific work to be carried out e.g. work to be performed, time period and agreed rates. The client issues a Work Order to the subcontractor (us) to advise the works and extent of the works.

Under this type of subcontract, the contractor is not obligated to give the subcontractor any work nor is the subcontractor obligated to accept any work from the contractor. Under the terms and conditions of the period subcontract the issuing of a Work Order for a specific project formalises the contractual arrangement between both parties.

Please let me know if you have any questions – Thanks Gabrielle.
Kind Regards,

Tess Veldink
Senior Contract Administrator

overlay drawing



- NOTES:**
1. TRAY TO BE PROVIDED WITH PROTECTIVE TOP HAT SECTION COVERS
 2. INDUCTION LOOP TO INTERFACE WITH BOOM GATE FOR OPERATION ON VEHICLE / MOTORCYCLE EXITING
 3. PROVIDE DOOR RELEASE INTERCOM EVERY 4TH LEVEL IN THE FIRE STAIR

SCALE: A1 SHEET 1:100, A3 SHEET 1:200
0 1 2 4 6 8 10 m

REV	DESCRIPTION	DATE	BY	CHKD
01	PRELIMINARY ISSUE	21.02.20	JD	JM

1
1:100

CLIENT

PROJECT			
DATE	FEB-2020	DESIGNED	JD
SCALE	1 : 100	DRAWN	JR
SHEET SIZE	A1	CHECKED	JM

DRAWING TITLE		
B1 POWER COMMUNICATIONS AND SECURITY SERVICES LAYOUT		
PROJECT NO.	DRAWING NO.	REVISION
		01

NOT FOR TENDER

PURCHASE ORDER

86950

To:

Sherrif

Attn:

Jeff Dunning

Address:

360 Lytton Road, Morningside

BLD

4170 Burreghn State School.

Project:

Please supply the following and charge to our account:

IMPORTANT NOTICE No invoice will be paid unless it bears an official order number. please QUOTE THIS NUMBER on external packaging of each item, delivery notes and other correspondence. For terms and conditions of purchase please see overleaf.



AUTHORISED BY:

Corey Jacobs.

Signature (NOT initials)

Delivery Address: (or if not stated, deliver to address identified below)

300 Old Burreghn Road
Surfers Paradise(or ☐ received and checked in person)

Date Ordered:

29/4/20

Date Required:

05/05/20
(NOT ASAP)

Job Number

Quantity Ordered

Description of Material, Equipment or Service

Unit Type

Unit Cost

\$ c

1	19032	500	6mm Lscope HF		\$2315
2		10	32mm Lscope HF		\$40
3		20	32mm Bend		\$27
4		20	32mm Coupling		\$10
5		20	32mm Screwed Gopher		\$12
6		1	Glue		\$5.10
7		20	Locknut		\$18.80
8		1	32mm Cono		\$50
9		1	Cat wire		\$33
10		2	Temp Tape		\$18
11		1	6mm Lug x 10		.51
12		3	6mm Lug x 8		.75
13		1	2.5mm Lug x 8		.18
14		3	6mm Lug		\$1.50
15		4			

☐ BRISBANE:

SUBTOTAL \$

\$2531.84

PLUS GST \$

\$253.18

TOTAL COST \$

\$2785.02

1 - GENERAL TERMS AND CONDITIONS OF PURCHASE

1.0 DEFINITIONS

As used throughout these terms and conditions the following terms, shall have the same meanings set forth below unless otherwise indicated.
The term "Customer" means the party or parties, if any, to whom the Supplier shall sell or otherwise dispose of the Article;
The term "Supplier" or "Subcontractor" means the individual, partnership, corporation or other entity contracting to furnish the Article;
The word "Articles" refers to the goods, products, services, supplies, parts, work, performance, assemblies, technical data, drawings, units or other items constituting the subject matter of this contract which are to be furnished by the Supplier to the Customer hereunder.
The term "Contract" includes in order of precedence, the following documents, the Purchase order, an Amendment Advice, changes or supplements thereto, any special terms and conditions included herein and all specifications and terms made part hereof or incorporated by reference and the General Terms and Conditions of Purchase set forth herein.
The term "PPSA" means the Personal Property Securities Act 2009 (Cth), as amended from time-to-time.

2.0 ACCEPTANCE

The Supplier will be deemed to have accepted these terms and conditions by either:
2.1.1 communicating acceptance of a purchase order to the Customer; or
2.1.2 supplying the Articles requested under the purchase order.

3.0 SPECIFICATIONS

All Articles supplied shall be in accordance with Quality Management Systems - Requirements AS/NZS ISO9001:2016 and the specification prepared by the Customer. If the specification is not prepared by the Customer, all Articles shall be in accordance with the specification prepared by the Supplier provided that where the specification is not relevant to the Articles, the British Standard Specification or, where none of these specifications are relevant, in accordance with the detailed specification prepared by the Supplier and accepted by the Customer. In the case of project specific switchboards or luminaries, approval prior to manufacture is subject to the supply of samples and/or 1 original and 2 prints of "As For Construction" drawings. Within 10 days of the Articles supply "As Built" drawings and "Installation and Maintenance Manuals" shall be supplied. Switchboards shall include touch up paint to match and schedule cards with cover sheets mounted in each switchboard as a minimum or as per the specification.

4.0 INSPECTION AND RIGHT OF REJECTION

4.1 Inspectors nominated by the Customer shall have access to the Suppliers premises at all times during working hours for the purpose of inspecting the Articles at any stage of their manufacture or preparation. The Supplier may reject the Articles either in the course of manufacture or preparation or at any time thereafter (including after delivery) if it considers the Articles to contain defects in material or workmanship or to be not in accordance with the specification and, if requested by the Customer, the Supplier shall remove the Articles rejected from the premises of the Supplier together with the costs incurred by the Supplier at the Suppliers expense and the cost of any demurrage, freight, cartage or haulage paid by the Supplier on demand. Except in the case of sub clause (4.3) applying, all Articles rejected shall be promptly replaced at the expense of the Supplier. (if any) in testing the Articles shall be paid by the Supplier to the Customer on demand. Except in the required date of delivery stated for the Articles is the essence of this Contract. The Supplier may refuse any Articles and may cancel all or any part of this Contract if the Supplier fails to deliver all or any part of the Articles in accordance with the terms of this Contract. Extensions of time may be granted provided they are submitted in writing immediately the delay has become apparent and granted in writing by the Customer.

5.0 PROTECTION AND DELIVERY

The Supplier shall provide appropriate means to protect the Articles from damage or deterioration during any storage, handling and delivery. Until an accredited representative of the Customer accepts the delivery all risks shall be the Suppliers, in all respects. All Articles shall be delivered FIS (Free into Store) at the location nominated in this Contract. Deliveries must be delivered in accordance with the delivery schedule nominated in the Contract and must arrive prior to 2.00 pm with identification on each package clearly describing its contents and the relevant Purchase Order Number.

6.0 WARRANTIES

6.1 The Supplier represents and warrants;
6.1.1 That the price charged for the Articles shall be no higher than the price nominated in this Contract and no higher than the Suppliers current price to any other customer for the same quantity of such Articles and under like conditions;
6.1.2 That all Articles delivered pursuant hereto will be new unless otherwise specified and free from any and all defects in materials and workmanship and that all Articles will conform to applicable specifications (including Drawings and standards of Quality and Performance) and that all Articles will be free from defects in design (when design is the responsibility of the Supplier) and suitable and safe for their intended use or purpose;
6.1.3 That all services performed pursuant hereto will be free from any and all defects in material and workmanship and will be performed in accordance with the specifications and instructions of the Supplier and the Supplier shall retain direction and control with respect to the manner and means of performing such service and shall at all times remain an independent Contractor.
6.2 The Supplier warrants and guarantees all Articles for a period of Twelve Months (or longer if Specified) after practical completion of the project.

7.0 SUBCONTRACTING AND ASSIGNMENT

The Supplier shall not assign its rights or obligations or any sums that may accrue to it or be due to it hereunder or subcontract any of the work provided for herein without the prior written consent of the Customer.

8.0 TAXES AND DUTIES

Unless otherwise specified in this Contract the prices to be paid to the Supplier as shown herein include all Federal, State and local taxes and all foreign taxes and all duties, foreign or domestic which are applicable to the Articles being furnished hereunder.

9.0 APPLICABLE LAWS

This Contract shall be governed by, subject to and construed according to the laws of the State or Territory in which the Supplier's branch or site is situated and the parties accept the jurisdiction of the courts of that State or Territory and the Commonwealth of Australia. The Supplier shall comply with all applicable Federal, State and Local Laws.

10.0 LIABILITY

The Supplier shall be liable and shall indemnify the Customer against any liability, loss, claim or proceeding in respect of any injury, loss or damage whatsoever to any property, real or personal, or in respect of any personal injuries to or death of any person whatsoever insofar as such injury, loss or damage arises out of or in the course of or by reason of the execution of the works or the Articles in relation to this contract provided always that the same is due to the negligence, omission, default or breach of the Supplier, the Supplier's servants or agents or of any Subcontractor, or the Subcontractor's servants or agents and provided further that the indemnity hereby given shall not be defeated or reduced by reason of any negligence, omission, default or breach of the Supplier or any person.

11.0 EXTRAS, CORRESPONDENCE AND PAYMENTS

11.1 The terms of payment are 60 Days from the invoiced end of month subject to the invoice being received by and dated on or before the 25th of each month ("the Cutoff Date"), the invoice displaying an approved Purchase Order Number and receipt from the Supplier of all documentation required by law and/or by this order. If the Cutoff Date falls on a non-business day, the Cutoff Date will be deemed to be the next business day following the non-business day. Any invoice not displaying an approved Purchase Order Number will be rejected. Retention may be held until the above requirements are fulfilled.
11.2 Except as otherwise provided in this contract, no payment for extra work of any type or description shall be made unless such extras and the price therefore has been authorised in writing by the Customer.

11.3 All correspondence regarding this order shall be expressly with the Customer unless written permission is granted to the Supplier and/or Subcontractor by the Customer.
11.4 Monthly progress claims for Articles furnished to the Customer will be paid under normal terms and conditions of trading provided they are received by the Customer by the Cutoff Date, include an itemised statement detailing the Articles supplied, the period of supply and the relevant Purchase Order Number.
11.5 In the event of late delivery of goods or late completion of services required under this order the Supplier shall be liable for ALL damages incurred by the Customer and other parties.
11.6 Offsite payments will only be made under the terms and conditions of the Supplier's head contract. Where progress payments or off-site payments are made by the Customer, the Supplier shall retain full title of the goods or services.

12.0 PPSA

12.1 Terms in this clause 12.0 have the same meaning as in the PPSA.
12.2 By accepting these terms and conditions in the manner specified in clause 2.0, the Supplier agrees that this clause 12.0 takes precedence over any clause in the Supplier's terms and conditions that deals with or purports to deal with the PPSA, notwithstanding any statement in the Supplier's terms and conditions to the contrary.
12.3 The parties agree that the Supplier does not grant to the Supplier a purchase money security interest in the Articles, whether supplied previously or in the future, or a security interest in any of the Supplier's present and after acquired personal property.
12.4 The Supplier agrees that it will not register, or attempt to register, a security interest of any kind on the Personal Property Securities Register, in relation to the Articles or the present and after acquired personal property of the Supplier without the prior written consent of the Customer.

To: gabrielledunning@bluestar.com.au
From: tessveldink@bluestar.com.au
Subject: Current project: Burleigh State School

Hi Gabrielle,

Hope your well, today I'll be discussing all necessary site documents.

Site documents

When preparing site files, you need to ensure that the building plans stipulates the complete build which has been agreed to by all parties, and specification documents are included, listing all the building materials and fittings.

Different site documents may include;

- Plans
- Engineering reports
- Permit plans
- Project contract
- Specifications
- Variations
- Purchase Orders
- Quotes

I've already sent you an example of a purchase order. However, please see attached a copy of an existing variation we have submitted to the client – a additional water meter being added to the project, which then requires power. The variation includes a price, scope, exclusions, conditions and approval.

Another site document that is important is a two week look ahead. This is a document that we submit to our client to give them a screenshot of where we are up to with project works and what we intend to do in the next two weeks. It also helps the builders organises the other trades on the project. It includes the program, site works, variation status, outstanding RFI's and labour. Please see attached one submitted the other week.

In the construction industry it is essential that documentation relating to all aspects of the project is recorded accurately. Failure to do this can lead to misunderstandings between client or our subcontractors. All permit documentation must be kept on-site in case an authority checks comes to site to verify.

Under a preliminary agreement all drawing and specifications become and remain the sole property of the contractor. The client warrants that the use of the design, plans or documents does not infringe on copyright or any other intellectual property right when; The works incorporate designs which were prepared under the client instruction and the contract carries out the work in accordance with any plans supplied by the client.



Date: Monday 15th June 2020

Builder: Watpac

Ref: Variation-VO-004 rev-1

Attention: Jeff Dunning

Project: Burleigh State School

SUBJECT: Variation Submission VO-004 rev-1 Cabling for additional water meter

Dear Jeff,

Please find below our variation submission for the supply and install of additional conduit, cabling and commissioning for the additional water meter located in the lower ground storeroom for the Burleigh State School

Submitted Value

\$4,000 excluding GST

Notes:

1. This submission has been priced as per the information provided to and as per Phone conversation with Jeff Dunning.
2. The water meter is to be provided by other and needs to be compatible with the EMS by way of Modbus with pulsed outputs.

1.0 Scope:

1. Supply & install 25mm MD conduit cast into the lower ground deck as per the attached BSP marked up plans
2. Supply & install RS485 cable from meter location to the lower ground electrical services communications racks
3. Termination of water meter (supplied by others)
4. Termination of cable in communications rack



5. Testing and commissioning of meter and cabling with the EMS system to provide monitoring data.
6. Additional documentation onto BSP plans, ITPS, Drawings, As builds.

2.0 Exclusions

1. Where access is restricted due to current works-program, we reserve the right to amend this variation
2. Any delays to other trades or to the project
3. Any core drilling of holes, scanning of concrete, drilling of beams
4. CIBSE requirements
5. Any associated fees
6. Any Green star/well gold star/Nablers requirements not mentioned in the electrical specification or scope
7. Any maintenance of works
8. No third-party testing or witness testing has been allowed for
9. All active equipment, fibre cable installation
10. Any billable data
11. Any provision or installation of meters
12. Any provision of Nablers witness testing

Conditions

Completion:	N/A
Price fixed:	30 days
Validity:	As above
Payment Terms:	Net 30 days.
General Conditions:	As per this letter including the above or attached scope of works.
Working Hours:	All work is to be carried out as required between 6:30am and 2:30pm.
Estimated E.O.T.	N/A
Security & Retention:	Nil.
Site Allowance:	Nil.
Special conditions or	Nil.
Insurances:	
Testing & Commissioning:	N/A
Based on documentation received:	N/A
Warranty:	N/A



Authority to Proceed

Name: Signed: Date:

We trust the attached meets with your approval, and we await your issue of a variation order.

Regards,

Tess Veldink
Contract Administrator



TWO WEEK LOOK AHEAD

To:	WATPAC	No Pages:	2
Attention:	JEFF DUNNING	Date:	10/06/20
Fax No:		TWLA No:	
From:	TESS VELDKAMP	Response Req By:	20/06/20
Project:	BURLEIGH STATE SCHOOL.	Your Ref:	
SUBJECT:	Two Week Look Ahead		

Please find attached *Blue Star's* Two Week Look Ahead.

this two week look ahead reflects actual status onsite and procurement.

If there are other activities not listed on the ' program attached that you believe are of importance, please advise at the earliest possible time so we can arrange suitable labour to carry out these works.

Programming and information

- Design & coordination meetings – Weekly meetings progressing
- Generator Contract – To be awarded shortly, starting process of Energex submission this week
- Security Contract – Awarded to SPL security drawings updated last week
- EMF shielding awarded to EMI shielding waiting for report due early next week
- Lighting control awarded to I Automation shop drawings issued last week, design under review and to be drawn up by Walkerbai by the 14-6-20
- Metering Contract – Awarded to I Automation schematic issued
- DAS Contract – Awarded to Obertech draft design and heat maps issued last week
- Solar Contract – Invites have been sent out to Solar contractor, and awaiting pricing
- MSB/DB Contracts – Awarded to Global switchboards, MSB shop drawings issued last week, design under review
- Lighting package to be awarded this week with tech data and samples before 12-6-20
- Drawings submitted to NBN last Friday
- Telstra submission submitted and awaiting date for site meeting



On-site works

- Temp crane supply and lighting completed
- Temp jump power and lighting completed
- Additional temp shed power completed
- Conduits to columns and lift core when required
- Temp lighting to access ways
- Testing of footings for lighting protection

Outstanding RFIs

- Substation information
- Typical tenancy light detail/tenancy layout

Variation Status

DESCRIPTION	REF	AMOUNT	DATE	STATUS
VO-001 stage 2 demo works rev 1	-VPR-000007	\$17,842	25-3-20	
VO-002 Rate 2 temp street lighting rev 1	-VPR-000010	\$30,519	24-3-20	Instruct to proceed
VO-003 MTS switch on temp MSB	VAR-000003	\$4,410	21-2-20	Instruct to proceed
VO-004 Cabling for additional water meter	VAR-000004	\$2,071	3-3-20	
VO-005 Additional ceilings to podiums	GCOR-000184	\$31,887	15-4-20	
VO-006 Deletion of podium lights	GCOR-000210	-\$35,085	24-4-20	
VO-007 Entrance lobby screen rev 1	GCOR-000315	\$49,254	20-5-20	
VO-008 Additional comms infrastructure	GCOR-000275	\$112,596	13-5-20	
VO-009 Additional security items	GCOR-000274	\$289,006	13-5-20	
VO-010 Level 14 retail upgrade	Waiting for pricing			
VO-011 Additional power to bathroom fixtures	GCOR-000355	\$36,326	1-6-20	

Regards,

Burleigh State School

Call Forward Sheets

A call forward sheet is a sheet used to track when materials are needed and when they should be ordered. This is a tool to help schedule and organise work for the project that need to be undertaken on site. When creating a call forward sheet, it's easier to refer to your purchase orders. The sheet includes tasks to be completed, reference number of materials and tasks, date the materials need to be ordered, delivery dates, comments and supplier details.

I don't have a copy of our project call forward sheet on me however, below is one from a previous project.

Prepare site files

Call forward sheet

Site address: 16 Broken Court, Bowen Hills
Client: Martha and Bob Johns
Contact no: 0412 345 678

Project no: 301
Building surveyor: Sam Smith
Office number: (07) 345 8888

			Ordering		Supplier details			
	Task/activity	Order no.	Order day	Delivery date	Material supplier	Contractor	Supplier contact no.	Instructions or comments
Base stage								
21	Order toilet	100100	10/11/07	15/11/07		Hire Me	9847 7788	Emptied weekly. Call for unscheduled service.
22	Order crossover	100105	10/11/07	15/11/07		Hire Me	9847 7788	
23	Order temporary fencing	100106	10/11/07	16/11/07		Melbourne Temp Fencing	9587 5547	
24	Earthworks	100109	3/11/07	18/11/07		Jack Excavations	8745 1154	
25	Prepare flooring	100110	15/11/07	18/11/07		Carpenters R Us	9536 4780	
26	Stormwater rough in	100111	3/11/07	19/11/07		Paul's Plumbing	9854 4547	
27	Under slab sewer	100112	8/11/07	19/11/07		Paul's Plumbing	9854 4547	
28	Order timber	100114	3/11/07	18/11/07	Timber Specialists		9541 1111	

Gabrielle, please let me know if you have any questions.

Kind Regards,

Tess Veldink
Senior Contract Administrator

To: gabrielledunning@bluestar.com.au
From: tessveldink@bluestar.com.au
Subject: Current project: Burleigh State School

Hi Gabrielle

Hope you had a good weekend. Today I'll be explaining is the different analysis parts of a construction project.

Project cost against estimates

In the first stage of a construction project a quote is produced, which shows an estimate of all materials and labour required for the build. The quote should cover all aspects of construction from the beginning to the end. It's very important to monitor project costs by comparing the actual costs with the estimated costs to show areas that were overestimated and underestimated. You can monitor costs by creates graphs and table so that the project team can see - which months we will need payment from the client, if there are sufficient funds by looking at the difference between estimated and actual cost and the overall cost of the project.

As our project has only been active for 6 weeks here is an example of a cost table made from a previous project.

Month	Estimated costs	Actual costs	Difference (estimated costs minus actual costs)
March	32,640	40,000	-7,360
April	58,560	60,500	-1,940
May	56,960	65,245	-8,285
June	59,040	62,900	-3,860
July	31,840	33,860	-2,020
August	41,446	45,890	-4,444
September	36,806	37,420	-1,100
Total	316,806	345,815	-29,009

Analysing approved variation costs

Cost variance analysis helps you to detect and correct variances from expected levels and comprised of the following steps;

- Calculate the difference between an incurred cost and an expected cost
- Investigate the reasons for the difference
- Report this information to management
- Take corrective action to bring the incurred cost into closer alignment with the expected cost

Final project cost analysis

There are a number of ways to analyse a projects costs on completion and the easiest way to look at the overall changes is by plotting them on a graph. Here are 5 different graph methods

1. Cost against time chart – explains the expenditure for each period plotted against it. This shows which period of time was the most expensive for the project. This graph is looking only at the actual cost of the project.
2. Accumulative actual cost – explains the total amount spent to date plotted against it. This shows the rate that money is being spent as a climbing line.
3. Estimated and actual cost graph – shows by how much the project was overestimated or underestimated at the different stages of the project. This can either be on a bar or line graph.
4. Accumulative, estimated and actual graph – shows the total amount spent for each period. This shows the rate that money is being spent as a climbing chart.
5. Accumulated difference – We can plot the profit or loss at the end of each stage of the project on a bar chart. The accumulated difference is first calculated and then used to construct a bar chart

We analyse project costs because it's important to assess what was spent and check whether the estimates at the beginning of the project were reliable and help improve your estimates for the next project.

Maintain data files of standard costs

Approving and incorporating variations into your site files is a process of ensuring the proper maintenance and management of your schedule and to achieve accountability across all building stages. You must continue to keep your schedule up to date and incorporate costs variances across all site files including, approved documents and permits, electrical D&C contract and relates documents and variations and purchase orders/quotes.

Please let me know if you have any questions – thanks Gabrielle.

Kind Regards,

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