



Your building process

ournewhome

## Pre-Site & Building Process

### **Stage 1 – Deposit**

Client selects one of our house and land packages or chooses land and one of our house designs. Client is then given a Fixed Price up front prior to paying the deposit. Client pays \$2,000 towards the house and land package. For build only, initial deposit is \$1,000 only. Client selects façade, finalises electrical plan, includes any upgrades and signs Contract Request form.





## Stage 2 – Fixed Price Building Contract & Land Contract

Building Contracts and plans are produced and emailed to you for your perusal within 10-14 working days of finalising your Contract request.

A time is then arranged for signing Land and Building Contracts. Balance of deposit due on the land and the building is now paid, subject to finance being approved by your lender.

Signed copies of Contracts are forwarded to the bank for approval.



## Stage 3 – Finance approval

Bank/Lender issues unconditional loan approval letter in which you will then provide a copy to Our New Home in order for us to formalise your file.

You will then be booked in for colour selection. Please note colour selection appointment will take approximately 3 to 4 hours to complete.

Colour selection is then noted on your file and a copy is made and ready to be sent to the Land Developer for approval.

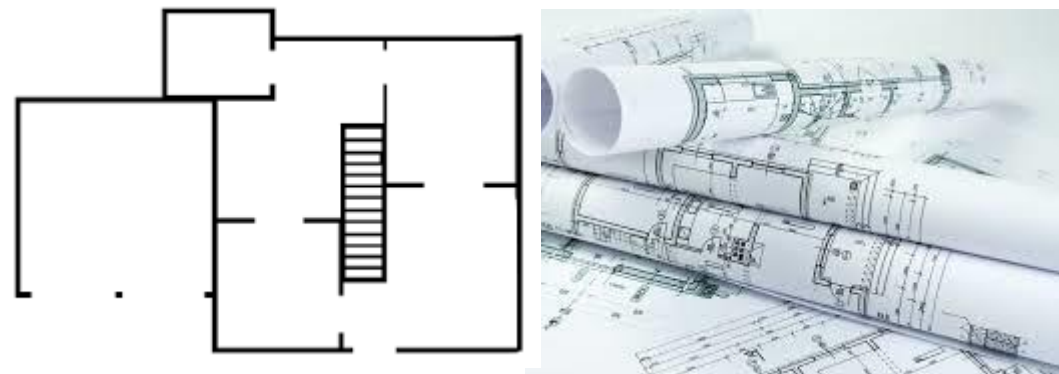


## **Stage 4 – Working drawings, 6 Star Energy Rating Report, Engineering, Developer Approval, Insurance & Building Permits**

Assuming the land is titled, a soil test and survey can be done.

Working drawings and 6 Star Energy Rating Report are completed. Engineering is then ordered for the slab design. If the land is not titled, then we will need to wait until titles are registered. Once completed and if applicable, plans and colours are sent off for the Developer's Approval. In the event that you do not require the Developer's approval these documents will be sent straight to the Permit stage for approval.

Developer's vary with their time frame for approval, please allow 2 weeks. Once Developer approval is received, Building permits and insurances, are ordered and are usually back within 48 hours. You will then receive a Building Pack in which you will then forward onto your bank/lender so that they may begin to fund the construction of your brand new home.





## Stage 5 – Land Settlement & Estimating and Purchasing Department

Once your land has settled, in order to start you will need to provide us with a copy of a confirmation that settlement has been finalised from your solicitor or conveyancer.

Then off to the Estimating Department where all materials are then ordered for your new home.

To help avoid delays, please make sure your land is clear and ready for commencement of construction.



## **Stage 6 – Construction Team**

The Construction Team now take the lead.

A Site Supervisor is appointed and you will then be notified that the construction of your new home is about to begin.

## **Stage 7– Construction of your New Home**

Congratulations!!

Seeing your builder break the dirt on your block of land is very exciting.

This is where all the planning, paperwork come together so that the on-site team can create the vision.

We have now received all the all required permits and approvals, evidence of the owner's title to the land, full details of the covenants which affect the land, evidence of finance for the Contract price, all drawings are signed and all pre-site start Contract clauses are met.

Average build time is 20 weeks via 5 stages. Invoices are emailed to you after completion of each stage where you can now confirm that works have been done and send this off to your lender for payment.



## SUMMARY OF PROGRESS PAYMENTS

We require progress payments as per the standard HIA recommended payment schedule. There are six payments due, totaling 100%.

Deposit – 5% (minus the initial deposits you have already paid)

Base – 10%

Frame – 15%

Lock up – 35%

Fix – 25%

Completion – 10% (in addition to any variation orders)

Client name: \_\_\_\_\_

Consultant: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Client name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### CONSTRUCTION

Now is the time for the Construction team to get started.

The next section will define the main stages of construction for you, and outlines some of the things which may take place during each stage.

### BASE STAGE

Your block of land will be prepped and ready to build on, with temporary fencing installed, site excavation, and underground connections laid. Base stage is complete once the concrete slab is poured.

Upon completion of base stage, a 10% progress payment is due.

### FRAME STAGE

All walls are marked out in accordance with your final drawings, and construction of wall, windows & door frames, and roof trusses begin. Frame stage is complete once the frame is completed, inspected, and approved by a qualified Building Surveyor. Upon completion a frame stage, at 15% progress payment is due.

### LOCK UP STAGE

This is a significant milestone as it's when we're able to effectively 'lock up' your home. Brickwork, wall cladding, roofing, and insulation are all installed. Temporary external doors may be hung and fixed into position in order to ensure the security of your home.

Upon completion of lock up stage, a 35% progress payment is due.

### FIXING STAGE

This is where fixing begins. All internal plaster, architraves & skirts, cabinets & cupboards to your kitchen will be completed. Upon completion of fixing stage, a 25% progress payment is due.

### FIT OFF STAGE

Your home will be painted, and installation of tiles, benchtops, shower screens, mirrors, and door furniture will also be complete. Plumbing and electrical connections will be fitted off.

### PRACTICAL COMPLETION INSPECTION (PCI STAGE)

Move-in day is soon approaching! Your Construction Supervisor will book in your New Home Inspection two weeks ahead of the completion of your home. On this day, you will meet with a Builder's Representative who will present your new home to you demonstrating its features and functions. At the time of your New Home Inspection you will be able to settle on site, and receive your keys should you have your final payment ready. Upon completion of your home, the final progress payment of 10% is due, along with any additional variations ordered.