



#### Section 4. Type of Owner Builder Work

Please provide a description of the owner-builder work undertaken


Completion date of building work :

Date of Certificate of Occupancy :

Total Cost of Building Work :

Sale Price of the Property :   
(as per Contract of Sale)

#### Section 5. Personal Background Information

- |                                                                                                                                                                                   |       |      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------|
| 1. Have you at any time ever been refused or declined Builders Warranty Insurance?                                                                                                | Yes * | No * |
| 2. Have you purchased Builders Warranty Insurance as an Owner-Builder within the last five years?                                                                                 | Yes * | No * |
| 3. Have you ever held a builders/contractor licence or registration?                                                                                                              | Yes * | No * |
| 4. Have you ever had a claim against you or been directed to repair/replace defective workmanship as a result of a complaint by a Homeowner?                                      | Yes * | No * |
| 5. Is there any relationship between the owner builder and the purchaser?                                                                                                         | Yes * | No * |
| 6. Have you ever been declared bankrupt or entered into a deed of assignment/composition or been subject to a legal judgement or are currently involved in any legal proceedings? | Yes * | No * |

If you have answered 'yes' to any of the above questions please supply full details


#### Section 6. Owner-Builder Declaration

I/We acknowledge that on issuance of an individual Owner Builder Warranty Certificate it is the purchaser and the successors in the title to the purchaser who is the insured and not me/us as the applicant/owner builder.

I/We confirm that the information contained in this Application Form is true and correct.

I/We acknowledge that The Underwriter (QBE) reserves the right to reject any application for insurance.

I/We acknowledge that The Underwriter may seek additional information from me/us as required from time to time.

I/We have read and understand the Privacy Statement and Duty of Disclosure sections outlined in this application.

I/We will reimburse The Underwriter any monies that The Underwriter pays to Insured in settlement of a claim under the policy if I/We fail to comply with any laws or regulations relating to the building work and/or for used second hand materials which were not declared in this form or to the prescribed building inspector and if not so noted in the prescribed building inspectors report or in the contract of sale and/or not carried out the works in a proper and workmanlike manner.

I/We authorise The Underwriter to give to, or obtain from, other insurers or insurance reference bureaus, credit reporting agencies and government departments any information about this insurance including this completed application and my insurance claims history.

Declared by all Applicants/Owners of the property:

Signed

Date

Print Name

Insurance Services - The Building Centre Network  
P.O. Box 523, Milsons Point NSW 1565  
FAX: 02 9806 2099  
EMAIL: customerservice@shcorp.com.au



## Summary of Owner Builder Work carried out

PRACTICAL COMPLETION/OCCUPANCY CERTIFICATE ISSUED: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ TOTAL AREA OF WORKS CARRIED OUT: \_\_\_\_\_ m<sup>2</sup>

TYPE OF STRUCTURE: please complete and  tick all applicable aspects.

Single Storey [  Lower  Upper on existing lower storey ]  Double Storey  Other

How many Bedrooms \_\_\_\_\_  Small Additions (one area)  Two Areas

Scope:

Construction of a complete dwelling  Renovation of an existing dwelling  
 Construction of an upper level, on an existing lower level  Construction of a garage or carport  
 Construction of an extension to an existing dwelling  No. of Balconies \_\_\_\_\_  Construction of a swimming pool  
 Kitchen  Bathroom(s) # \_\_\_\_\_  Bedroom(s) ) # \_\_\_\_\_  Lounge room  Dining room  Family room  Study

Name: \_\_\_\_\_

Address Owner Builder project: \_\_\_\_\_

### NOTE: Supplementary Information - To provide a quote, and avoid any delays, the insurer will also need the following:

- 1) A copy of:  NSW – the Office of Fair Trading Owner Builder Permit  VIC – Building Permit  WA – Building License
- 2) A copy of your Council Building Approval or development Consent (or construction certificate) [NSW only] (for all works requiring owner builders' warranty insurance).
- 3) A copy of the Electrical and Plumbing Compliance Certificates. These should be obtained from the electrician or plumber, clearly describing the work they carried out and that it was done in accordance with the BCA and relevant Australian Standard(s).
- 4) A copy of Termite Treatment Report ( if applicable, Section 4)
- 5) A copy of Waterproofing Certificates. (See Section 4). This applies to any membrane is being installed eg , bathrooms, laundries, balconies, basements etc.
- 6) A copy of:  NSW – Council Final Inspection Certificate  VIC – Final Inspection Certificate (if extension or renovation)
- 7)  VIC only - A copy of your Certificate of Occupancy (if new home)
- 8)  WA - A copy of your Exemption letter from the Minister (if required)
- 9) Description of the Swimming pool in relation to your property, and the approximate area which comprises the pool on your land
- 10) A copy of Certificate of Title / Council Rates Notice
- 11) A completed and signed Insurance Application Form, which follows.

Note: Any defects, incomplete works or second-hand materials listed in the Defects Inspection Report will be excluded from this cover.

On receipt of this information, we will telephone or email you details of the quotation.

Please email Insurance Certificate to:

Us- Email \_\_\_\_\_  Solicitor- Email \_\_\_\_\_

\* Please do not add me to your "what's new" eNewsletter.

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