

SECTION 1: ABOUT THE CLIENT

SURNAME:		
GIVEN NAMES:		
SEX: Male <input type="checkbox"/> Female <input type="checkbox"/>		
DATE OF BIRTH:		
RESIDENTIAL ADDRESS:		
SUBURB:		POSTCODE:
TEL NO (BH):	MOBILE NO:	FAX NO:
EMAIL ADDRESS:		

SECTION 2: HOME OWNER OR COMPANY DETAIL (AS PER BUILDING CONTRACT)

OWNER 1		
LAST NAME:		FIRST NAME:
DATE OF BIRTH:		
COMPANY NAME*:		ABN:
*(Complete this section if the construction is to be established in a business or Trust name)		
POSTAL/BUSINESS ADDRESS:		
SUBURB:		POSTCODE:
TEL NO (BH):	MOBILE NO:	FAX NO:
EMAIL ADDRESS:		

OWNER 2**LAST NAME:****FIRST NAME/S:****SEX:** Male ☐ Female ☐**CURRENT ADDRESS:****SUBURB:****POSTCODE:****TEL NO (BH):****MOBILE NO:****FAX NO:****EMAIL ADDRESS:****OWNER 3****LAST NAME:****FIRST NAME/S:****SEX:** Male ☐ Female ☐**CURRENT ADDRESS:****SUBURB:****POSTCODE:****TEL NO (BH):****MOBILE NO:****FAX NO:****EMAIL ADDRESS:****OWNER 4****LAST NAME:****FIRST NAME/S:****SEX:** Male ☐ Female ☐**CURRENT ADDRESS:****SUBURB:****POSTCODE:****TEL NO (BH):****MOBILE NO:****FAX NO:****EMAIL ADDRESS:**

SECTION 3: JOB SITE LOCATION DETAILS

LOT NUMBER:	UNIT NUMBER/S:	STREET NUMBER:	STREET NAME:	
SUBURB/TOWN:			STATE:	POSTCODE:

SECTION 4: CONTRACT DETAILS*

* OFFICE USE ONLY

SIGNED CONTRACT DATE: -----/-----/-----	ESTIMATED START DATE: -----/-----/-----	ESTIMATED COMPLETION DATE: -----/-----/-----
STANDARD FIXED PRICE CONTRACT: \$		

SECTION 5: INFORMATION CHECKLIST AND CLIENT'S DECLARATION



The following information/documentation must be provided:

- ☐ Town Planning Permit
- ☐ Working Drawings
- ☐ Engineering Drawings
- ☐ Soil Report
- ☐ Energy Report
- ☐ Copy of Land Title
- ☐ Financial Approval Letter
- ☐ Endorsed Council Plans
- ☐

Declared by (name): _____

Signature:

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Date: -----/-----/-----