

# Builder Project Completion Advice

(All fields are mandatory)

This form is **not** to be used in the case of contract disputes or termination before practical completion. You should refer those issues in detail to your intermediary for further assistance.

## Builder Details

Builder's Name (i.e. the legal name under which you contract and as shown on your Builder's Licence)		ABN
<input type="text"/>		<input type="text"/>
Licence No.	Business Address (Not PO Box Address)	
<input type="text"/>	<input type="text"/>	
Mobile No. of Key Contact	Email of Key Contact	
<input type="text"/>	<input type="text"/>	

## Owner/Developer Details

Homeowner / Developer - Name in Full		ABN
<input type="text"/>		<input type="text"/>
Telephone No.	Mobile No.	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Policy Details

Policy No.	Date of practical completion as defined below
<input type="text"/>	<input type="text"/>

## Building Site Address as shown on Certificate of Insurance

Building Site Address	Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	NSW	<input type="text"/>

## Current Postal Address of the Building Site

Often for construction work in new developments, the address of the site will only be known by lot number and plan number but will be an ordinary postal address once construction is complete. This updated address is important for consumers to be able to identify their property on our online Certificates Register.

Postal Address	Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	NSW	<input type="text"/>

## Builder Declaration

As the builder of the above project I / we confirm that the project has reached a state of practical completion and that:

1. The work is complete except for any omissions or defects that do not prevent the work from being reasonably capable of being used for its intended purpose;
2. (Where the work was undertaken under a building contract) The final invoice for monies due under the building contract has been issued to the owner/developer; and
3. I/we authorise SICorp to advise the homeowner/developer that practical completion of the project under the Home Building Act 1989 has been reached.

Name of Authorised Officer	Capacity	Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>