

# AUSMAR

8 STEPS TO BUILD YOUR HOME



# EIGHT EASY STEPS

## 01 PROVISIONAL SALES ESTIMATE

### YOUR NEW HOME CONSULTANT WILL

- Guide you through the home building process, and help you find a home design to suit your land, lifestyle, and budget.
- Discuss our standard inclusions, popular upgrades, and display home upgrades.
- Assist you with home options, any ideas to help personalise your build and create your ideal floor plan.
- Provide you with a Provisional Sales Estimate, siting plan based on your selection and needs.

### WE NEED YOU TO

- Provide copies of your land details (we can assist you with this) Please refer to land checklist.
- Come with your ideas and inspiration, have you thought of everything? Think about where you've lived and the things you don't have but want this time.
- Pay \$2,500 to proceed to the New Home Proposal stage, a firm provisional sales estimate reviewed by our estimating and drafting team which also includes site, floor plan, external elevations, internal elevations (including cabinetry), electrical plan and concrete plan.
- Sign off on all documentation within 10 business days of initial deposit for submission to our office.

*Please Note: This is a non-refundable deposit as we will be engaging a number of professionals to conduct site investigations on your land. This deposit will secure pricing, provided your building contract is signed within 90 days from date of initial deposit.*

# 02 NEW HOME PROPOSAL

## YOUR PRE-CONSTRUCTION TEAM WILL

- Contact you to introduce themselves and confirm your home has been accepted into the office and is progressing to the next stage. You will also receive access to your online build portal which you will use for the remainder of your build journey.
- Arrange a New Home Proposal appointment; this usually takes between 1-2 hours.
- Request preliminary site investigations including soil reports, contour surveys, and pre-lodgement reports when required.
- Prepare your new home plan by our drafting team and a firm New Home Proposal prepared and reviewed by our estimating team.

## YOUR NEW HOME CONSULTANT WILL

- Present your New Home Proposal incorporating floor plan, electrical, cabinetry and site plans. Explain any site-specific items based on the site investigations and how they may affect the cost of building on your land, as well as discuss your modifications and changes to your new home.
- Your New Home Consultant will document any minor changes you wish to make to your new home.
- By request we are happy to provide a blank contract for your perusal.

*Please Note: We are only able to hold your price for 14 days after this appointment. Further structural changes at this stage will incur additional design fees and delays in getting to site.*

## WE NEED YOU TO

- Proceed to contract by paying a further \$1,500 deposit. This is a non-refundable deposit as we will be preparing your building contract including full working drawings, specification, and engineering.
- Provide your pre-approved finance documents including lender contact details.
- Start thinking about personalising your colour and design themes in preparation for your appointment at our Atelier Design Studio.
- Provide your updated registration date as informed by your developer - this will confirm your site start allocation month.
- Site start date to commence 8 weeks post land registration.

## 03 CONTRACT

### YOUR PRE-CONSTRUCTION TEAM WILL

- Prepare and review your contract documents including working drawings, specification, engineering slab design and your final contract price.
- Discuss any items that have arisen due to further site investigations and pre-lodgement advice.
- Send your new home build contract electronically.
- Please Note: Further changes after Step 2 will not be allowed. From contract signing please allow at least 48 hours for the contract to be executed and sent to yourself and your financier.

### WE NEED YOU TO

- Review and sign your contract documents as these are used throughout the remainder of your build journey.
- Pay your balance of 5% deposit.

*Please Note: Balance of 5% deposit is less all deposited monies already paid.*

## 04 COLOUR SELECTION

### YOUR PRE-CONSTRUCTION TEAM WILL

- Book your appointment at our Atelier Design Studio.
- During this appointment our qualified Atelier Design Expert will guide you through the exciting process of creating the style of your new home.
- Obtain your Covenant Approval (if applicable).
- Prepare all necessary documentation to obtain building approval.
- Post weekly updates in your build portal.

### WE NEED YOU TO

- Come prepared with your colour scheme ideas and mood boards for your new home to discuss with our Atelier Design Expert.
- Sign off on your selections on the day of your appointment to ensure progression to site.

# 05 BUILDING APPROVAL

## YOUR PRE-CONSTRUCTION TEAM WILL

- Submit your application for Building Approval to our Private Certifier.
- Submit your colour selections and home plans for Covenant Approval.
- Be in contact with you during the building approval process about progress with the certifier.
- Prepare your construction documents and orders in preparation for site start.
- Introduce you to your Construction Client Liaison Officer who will assist you for the remainder of your build journey.

## WE NEED YOU TO

- Ensure any 'Change Orders' are approved or declined within 7 days.
- Ensure your land is clear of any rubbish, trees, debris, and grass is cut.
- Advise your neighbours that construction will commence soon.

# 06 CONSTRUCTION

## YOUR CONSTRUCTION TEAM WILL

- Forward a copy of the Building Approval to you and your financier for them to release the Authority to Commence Construction.
- Introduce you to your Site Supervisor who will attend site and complete a pre-site inspection report prior to commencement.
- Manage your build up until the handover of your new home.
- Contact you to arrange on-site meetings with your supervisor at our 4-milestone inspection guarantee including:
  - 1. Pre-Start** - commencement on site, site cut and scrape.
  - 2. Pre-Plaster** - once the frames are up and the roof is complete, this stage enables you to walk through and get a spatial feel for your new home.
  - 3. Tiling meeting** - a walk through with your AUSMAR supervisor and tiler, an opportunity for you to ask any questions you may have about this stage of the build.
  - 4. Practical Completion Inspection** - your new home has now reached the point where it is fit for the intended purpose, to be lived in. The inspection is between yourself and your AUSMAR supervisor, to document any minor defects and needs to be signed by both parties.

## WE NEED YOU TO

- Check your construction documents, including plans and specification as these documents override any previous versions and will be used for the construction of your new home.
- Make progress payments at the nominated contract construction stages (within 7 working days of invoice date).

# 07 HANDOVER

## YOUR CONSTRUCTION TEAM WILL

- Contact you to invite you to your Practical Completion Inspection.
- Celebrate with you as we hand you the keys to your new home on handover day.
- Provide you with a handover pack inclusive of warranty information on your home and inclusions for your reference.

*Please Note: Both the above appointments are to be held Monday to Friday at an agreed time with your Construction Team.*

## WE NEED YOU TO

- Attend your Practical Completion Inspection.
- Arrange final payment - funds must be cleared into our account at the time of handover to receive the keys to your home.
- Attend your handover appointment.

# 08 AFTER CARE

## OUR AFTER CARE TEAM WILL

- Contact you for your 12-month statutory warranty for non-structural defects inspection.

## WE NEED YOU TO

- Arrange for access to your home for the time of your inspection as agreed with our After Care team
- Document any minor defects during the 12-month liability period leading up to your 12 month maintenance inspection.

*Please note: The above appointment is to be held Monday to Friday at an agreed time with our maintenance team.*

**YOU MADE IT!  
THE EIGHT STEP  
PROCESS IS  
COMPLETE.**

# AUSMAR

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