

EIGHT EASY STEPS TO BUILDING YOUR OWN HOME

STEP 01

PROVISIONAL SALES ESTIMATE

FINDING THE RIGHT HOME
FOR YOUR LIFESTYLE,

YOUR NEW HOME CONSULTANT WILL:

- Help you find a suitable home to suit your land, lifestyle and budget.
- Discuss our standard inclusions, most wanted upgrades and our displayed option features.
- Assist you with your options and ideas to help personalise your home and help create your ideal floor plan.
- Provide you with a provisional sales estimate and siting based on your selection and needs.

WE NEED YOU TO:

- Visit our display.
- Provide copies of your land details (we can assist you with this) - Please refer to Land Checklist.
- Come with your ideas & inspiration – have you thought of everything? Think about what you have had, where you've lived and think of the things you don't have but want this time.
- Pay \$1500.00 to proceed to the New Home Proposal stage, a firm provisional sales estimate reviewed by our estimating team which also includes site, floor and electrical plan.

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.

STEP 02

NEW HOME PROPOSAL

BEGIN THE JOURNEY OF
PLANNING YOUR NEW
HOME!

YOUR NEW HOME CONSULTANT WILL:

- Contact you to arrange a New Home Proposal appointment; this usually takes between 1-2 hours.
- Request preliminary site investigations including;
- Prepare your New Home Proposal, a firm provisional sales estimate reviewed by our estimating team.
- Present your New Home Proposal incorporating floor, electrical plan and site plan. Explain any site specific items and how they may affect the cost of building on your land and discuss your alterations or desired changes to your home plan.
Please Note: We are only able to hold your price for 14 days after this appointment.
- Document any minor alterations you wish to make to your New Home Proposal.
Please Note: Further changes at this stage can cause delays as our drafting and estimating team will need to revisit all documentation.
- By request, we are happy to provide a blank contract for your perusal.

WE NEED YOU TO:

- Initiate the preparation of your contract by paying a further \$1500.00 deposit. This is a non-refundable deposit as we will be preparing your building contract including full working drawings, specification, prelodgement and engineering.
- Finalise your land contract or provide your land settlement date.
- Arrange your finance – provide your already sourced pre-approved finance including contact details.
- Finalise your Base House Price, Façade, Most Wanted Upgrades, Promo (if applicable) selections.
- Start thinking about personalising your colour and design themes.

STEP 03

CONTRACT

ACCEPTANCE OF DETAILS

YOUR CLIENT LIAISON OFFICER WILL:

- Email your contract documents for review including working drawings, specification, engineering slab design, engineering soil report and your final contract price.
- Discuss any items that have arisen due to further site investigations and pre-lodgement advice.
- Upon receiving approval of the supplied contract documents, book your contract appointment. From approval, please allow at least 48 hours for the contract to be raised.
- Present your New Home Contract.
- Submit all necessary signed paperwork to the Ausmar office.

WE NEED YOU TO:

- Review your contract documents thoroughly as these are used solely throughout the entire building process including trades, suppliers, supervisor etc.
- Approve the supplied documentation
- Sign your New Home Contract and associated documents.
- Pay your balance of 5% deposit
Please Note: Balance of 5% deposit is less all deposited monies already paid.

STEP 04

COLOUR SELECTION

PERSONALISE YOUR HOME

YOUR CLIENT LIAISON OFFICER WILL:

- Make an appointment with our Colour Consultant (4.5 hour appointment).
- During this appointment our qualified Colour Consultant will guide you through the exciting world of creating your ultimate enjoyment, your new home!
- Forward your signed contract onto your financier/bank.
- Obtain your Estate Covenant Approval (if applicable).
- Submit all necessary documentation to obtain building approval.
- Email you weekly with updates.
Please Note: Structural changes are not allowed after this stage without approval from the Construction Manager and will incur an administration fee of \$1,000. All other changes (non-structural) will be raised as a Post Contract Variation and incur a \$500 administration fee per item in addition to the cost of the change.

WE NEED YOU TO:

- Attend your consultation.
- Bring your colour ideas for your new home to discuss with our Consultant.
- Liaise with your financier.

STEP 05

BUILDING APPROVAL

PREPARE TO BUILD
YOUR HOME

YOUR CLIENT LIAISON OFFICER WILL:

- Forward you a copy of the Construction Plans and Specifications containing any variations you have made.
- Co-ordinate the office to schedule the construction of your new home.
- Confirm a start date.
- Contact you to arrange an on-site meeting with you & our supervisor – Monday to Friday between the hours of 8.00am - 4.30pm.
- Forward a copy of the approval Building Application to your financier for them to release the Authority to Commence Construction (if required).

WE NEED YOU TO:

- Check your contract documents, including plans and specification as these documents override any previous versions and will be used for the construction of your new home.
Please Note: Structural changes are not allowed after this stage without approval from the Construction Manager and will incur an administration fee of \$1,000. All other changes (non-structural) will be raised as a Post Contract Variation and incur a \$500 administration fee per item in addition to the cost of the change.
- Meet our site supervisor on-site.
- Ensure your land is clear of any rubbish, trees, debris and grass is cut.
- Advise your neighbours that construction will commence soon.

STEP 06

CONSTRUCTION

BUILDING YOUR HOME

YOUR CLIENT LIAISON OFFICER WILL:

- 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/ scrape
 2. Roof complete – once the frames are up and the roof is complete, enables you to walk through and get a spatial feel for your new home
 3. Tiling pre-start – 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 & your Ausmar supervisor, to document any minor defects and needs to be signed by both parties.

WE NEED YOU TO:

- Make progress payments at the nominated contract construction stages (within 7 working days of invoice date).

STEP 07

HANDOVER

TAKING THE POSSESSION
OF YOUR NEW HOME

YOUR CLIENT LIAISON OFFICER WILL:

- Contact you to arrange the Practical completion.
- Hand you your keys to your new home at your Handover.
- Provide you with a Handover Pack for your reference.
Please Note: Both the above appointments are to be held Monday to Friday at a time nominated by your Client Liaison Officer.
- Contact you to arrange Handover.
- Provide you with a Move In Checklist.

WE NEED YOU TO:

- Attend your Practical Completion Inspection.
- Work through the Move In checklist items as applicable.
- Attend your Handover appointment.
- Arrange Final payment – funds must be cleared into our account at the time of Handover to receive the keys to your home.

STEP 08

MAINTENANCE

BEYOND!

OUR MAINTENANCE SPECIALISTS WILL:

- Will contact you for your 12 month statutory warranty for Non-Structural defects inspection.

WE NEED YOU TO:

- Arrange for access to your home Monday to Friday 9am – 5pm.
- Contact our Maintenance Specialist on 1800 287 627 with your property managers contact details if the property is tenanted