



REGAL HOMES

Everyone deserves a Regal Home



## Worry Free Contract Checklist

- Is the builder licensed for the type of work stated in your contract?
- Builder licence number:
- Is the name on the licence card identical to the one on the contract?
- Is the total contract sum clearly stated?
- Have you been given a fixed contract price?
- If so, for how long? Time period:
- Are there any special circumstances or factors (such as removal of rock) that could alter the price? If yes, please list:
- Is the work you expect to have undertaken fully explained by plans and specifications which are to form part of the contract?
- Have you requested any special requirements or finishes?
- Are these documented in the specifications?
- Does the deposit fall within the generally accepted industry standards. (If you are using a Master Builders Assoc. or Housing Industry Assoc. contract, the recommended maximum deposit is 5% of the total price.)
- Are the provisional sums or prime cost items clearly stated and realistic, and do you understand how these sums can affect the final price?
- Are the commencement and completion dates stated in the contract realistic?
- Do you understand reasons for any extension of time on the performance of the building contract?
- Are you aware of the courses of action available to you under the contract if the builder's workmanship is defective?
- Have you read and do you understand every clause?
- If you have been promised a special package/promotion/discount, is it specifically mentioned in the contract?
- Ensure that you and the builder sign all pages of the documents, including plans and specifications, and that you each have, and retain, a signed set of documents.
- Am I confident that the contract is OK? Have I carefully checked the fine print and understand all its clauses?