

RENOVATION APPLICATION

PART A: Lot Owner details

Full name: _____ Unit: ☐

Contact numbers H:_____ W:_____ M:_____

eMail: _____ @ _____

Summary of proposed works:

_____

_____

_____

Planned starting date: _____

Expected duration: _____

Principal contractor name: _____

Contractor contact numbers W:_____ M:_____

PART B: Contractor Checklist

Please attach the following documentation:

- Scope of work / Copy of quotation(s).
- Sketch or plans of the renovations. *(Must clearly identify which walls, doors or partitions will be removed, altered or installed, any changes to existing services, and location of any new pipes or conduits.)*
- Copy of your contractor's trade licence. *(All tradespeople must be fully qualified.)*
- Copy of your contractor's certificate of currency of public liability. *(All contractors must hold public liability insurance.)*
- Any additional information regarding the contractor(s).

PART C: Change of floor covering

Proposed flooring material *(eg timber, tiles—including total area and weight per square metre)*:

_____

Location of the new flooring *(eg all living areas, bedrooms, bathrooms, kitchen)*:

_____

To prevent the transmission of noise between apartments, all flooring installations must include an acoustic underlay that complies with a noise/impact isolation equal or better than that specified in the current National Construction Code.

You must attach the following document(s):

- Certification that the insulation specified for your new flooring meets the above standards. *(This could be in the form of a letter from the insulation manufacturer confirming compliance with the above standards, a product specification sheet or certification from an acoustic engineer.)*
- Anti-slip rating for balcony tiles.

PART D: Air conditioning

Brand and model number of air-conditioning unit:

_____

Details of cooling unit condensation run-off drainage:

_____

_____

Details of cooling unit pipes and conduit wall penetrations:

_____

_____

You must attach the following documents:

- Sketch of where the indoor and outdoor cooling units are to be located.
- Certification that the noise level of the Air Conditioning Unit will not exceed 50dBA when operating.

PART E: Bathroom Renovations

Summary of work:

_____

_____

Details of tiles *(including total area and weight per square metre)*:

_____

Details of the waterproof membrane:

_____

PART F: Declaration and Indemnity

By signing this Renovation Application, the Owner agrees and acknowledges that:

1 All necessary permissions including building or planning permits have been obtained.

2 All works will be carried out in a safe and workmanlike manner by qualified tradespeople.

3 All contractors visiting the site for the purpose of the Renovations will be informed that the secured common property including the garage area is smoke free.

4 The Owner indemnifies the Owners Corporation against

a) Any legal liability, loss, claim or proceedings in respect of any injury, loss or damage to the common property or to other property to the extent that such injury, loss or damage arises from or in relation to the Renovations;

b) Any amount payable by way of increased building insurance premiums by the Owners Corporation as a direct result of the Renovations;

c) Any amount payable by way of increased fire safety compliance or local authority requirements as a direct result of the Renovations.

5 The Owner must, at the Owner's cost:

a) Properly maintain and keep the common property on which the renovation are erected or attached in a state of good and serviceable repair; and

b) Properly maintain and keep the Renovations in a state of good and serviceable repair and must replace the Renovations (or any part of them) as required from time to time.

6 If the Owner removes the Renovations or any part of the Renovations made under this Approval the Owner must at the Owner's own cost, restore and reinstate the common property to its original condition.

7 Any loss and/or damage suffered by the Owners Corporation as a result of making the Renovations good may be recovered from the Owner as a debt due to the Owners Corporation on demand with interest at the rate of 10% per annum until the loss and damage is made good.

8 Renovations that are judged to involve extensive building works with the likelihood of major impact on the common property may require lodgement of a bond which will be returned following completion and satisfactory final inspection.

9 Major building works like demolition are only permitted from 0800 – 1600 Monday to Friday. To preserve amenity for your neighbours, no weekend noise or vibration is allowed except under exceptional circumstances and only then if specific approval is given by the Executive Committee.

10 Every effort will be made by the Owner to minimize the impact of their Renovation works on the amenity of fellow residents or possible damage to common property.

11 All rubbish or waste will be removed from the site daily by the contractors and not placed in the Côte d'Azur rubbish or recycling bins. If trade waste bins or dumpsters are required onsite, space will be allocated in one of the loading docks and a charge made of $55 including GST per week or part thereof.

12 At the end of each working day, the Owner will inspect common property areas traversed by the contractors and will clean the areas of any building waste, material or dust resulting from the Renovations.

Name: _____ Signature: _____ Date: _____

If you are not named as Owner on the Lot Title you must attach documentary evidence that you are legally entitled to act on behalf of the Owner, eg Company or Trust nominee letter or Power of Attorney.

PRIVACY STATEMENT: Personal information is subject to the privacy and disclosure principles under the Commonwealth Privacy Act 1988. Côte d'Azur is committed to protecting your privacy. Personal information provided by you to us is sensitive and will be held in a secure manner to prevent loss, misuse or alteration. Côte d'Azur will not disclose your personal information to any third party except where required to do so by law, or in the good faith belief that such action is reasonably necessary to comply with legal process or protect the rights, property or safety of Côte d'Azur, the Owners Corporation, owners, residents, employees or contractors.