

## VIC Warranty Document Checklist

 **Completed Application Form**

This can be downloaded from the BuildSafe website:

<http://www.buildsafe.com.au/downloads>

Ensure that the name on the application form and the dates specified exactly match the ones on the Building Permit and other corresponding documents.

 **Building Permit**

This is issued by your local council prior to commencement of the works.

 **Final Inspection Certificate or Occupancy Certificate**

This is issued by your local council when the works have been completed and confirms that the building is complete and fit for occupation. This date is used to calculate the warranty period end date, six years from the issuing of this certificate.

 **Defects Report & A Copy of the Inspectors PI Insurance**

This is a report that lists all the defects at the property and must be carried out by a licensed inspector. A list of inspectors can be found at

<http://www.buildsafe.com.au/owner-builders/home-warranty/29>

If you choose to use your own inspector ensure that you take a copy of their professional indemnity insurance. The defects report must be current and dated within 6 months of the application for Warranty Insurance.

 **Drivers Licence**

Copy of Owner Builder's Drivers Licence