SP 70059 TOP OF THE TOWN RENOVATION APPLICATION

- 1. Name:
- 2. Unit #:
- 3. Date:
- 4. Proposed time of works:
- 5. Proposed commencement date of works:
- 6. Proposed contractor/s:
- 7. Provide a detailed description of your proposed renovations.

- 8. Attach architectural drawings, plans and specifications for the renovations including an existing floor plan of your apartment, a proposed floor plan of your apartment and detailed elevations showing every wall in the scheme to which you propose to make alterations including any balcony doors and windows (if not required, please state why).
- 9. Flooring renovations:
 - a. attach a description from a licensed tradesman of the methodology and warranties covering waterproofing behind or beneath any proposed changes to tiles forming part of the renovations;
 - attach an assurance from the flooring manufacturer that the resultant noise levels produced in adjacent lots comply with Australian standards for noise transmissions in apartment buildings – LnT,w of 45 or less (Note: an acoustic report by a suitably qualified engineer may be required to ensure noise transmission compliance);
 - c. for replacement of damaged common property tiles → attach dimensions of tiled area and photographs of damaged tiles.

- **10.** Attach a complete copy of Council approval (if one was required).
- **11.** Provide a statement setting out the debris removal method you will use during the renovations.
- 12. Attach a certificate or report from a qualified engineer addressed to the owners corporation certifying that the renovations will not affect the structural integrity of the scheme (where required).
- **13.** Provide evidence to the reasonable satisfaction of the owners corporation of the following details in respect of any and all contractors whom you propose will carry out the renovations:
 - a. the full registered business name or legal name of the contractor and the contractor's ABN:
 - b. the business address and telephone number of the contractor:
- 14. Provide evidence to the reasonable satisfaction of the owners corporation that any and all contractors whom you propose will carry out the renovations hold the following:
 - a. a current licence or licenses as may be required by law to effect the renovations;
 - b. a current contractor's all risk insurance policy, which must include public liability cover in the sum of at least \$20,000,000.00, the interests of the owners corporation are covered and inclusion of a cross-liability/waiver of subrogation clause preventing a recovery action by the insurer against the owners corporation;
 - c. policies of insurance as may be required by law, including without limitation workers compensation insurance; and
 - d. current eligibility for the issue of home warranty insurance policies under the Home Building Act 1989 sufficient to obtain such insurance for the renovations (if required).