



# PROJECT APPLICATION FOR HOME WARRANTY INSURANCE

Please ensure all questions are completed in block letters and the declaration is signed.

- This application is to be completed for individual jobs with a contract value in excess of \$12,000
- A separate project application must be completed for each dwelling on the site (i.e. 2 villas = 2 forms)
- Please ensure payment is attached prior to submission
- For Multi Units (4 or more dwellings) use the Application for Multi Unit Development form

Eligibility Number

## Section 1 - Builder Licence Details

Builder Licence Name

Builder's Licence Number

Expiry Date

Industry Association Name

Industry Association Number

Expiry Date

Registered Business Name

ABN

Business Address (not P.O. Box Address)

Postcode

Telephone Number

Mobile Phone Number

Email Address

## Section 2 - Owner Details (as per contract)

Full Name(s)

Current Address

State

Postcode

Telephone Number

Mobile Phone Number

Is there any relationship between the client and the builder? No

Yes

Details of relationship

Blank for Intermediary Use Only

## Section 3 - Site Details

Unit Number	Lot Number	Street Number	Street Name
<input type="text"/>	<input type="text"/>	or <input type="text"/>	<input type="text"/>
Suburb			Postcode
<input type="text"/>			<input type="text"/>

Council Details and Development Application / Complying Development Certificate Number and name of Principal Certifying Authority (if known)

## Section 4 - Construction Type

New Single Dwelling	<input type="checkbox"/>	Renovation/Improvements (non-structural*)	<input type="checkbox"/>	Transportable	<input type="checkbox"/>
Alteration/Addition (structural)	<input type="checkbox"/>	Rectification of Units	<input type="checkbox"/>	Relocatable	<input type="checkbox"/>
New Unit/Duplex/Villa (max 3)	<input type="checkbox"/>	Swimming Pool	<input type="checkbox"/>	Other (e.g. garage)	<input type="checkbox"/>

\*Includes kitchens, bathrooms, carports and pergolas only.

If multiple dwellings being constructed, how many will be constructed in the complex?

Job Description

  
  

Number of Storeys: One  Two  Three

Square Metres of:  
Living Area

 sq. mtrs

Garage/Carport/Verandah

 sq. mtrs

## Section 5 - Contract Details

Builder's Job Number

Estimated Start Date

 /  / 

Estimated Completion Date

 /  / 

Estimated Date Contract to be Signed

 /  / 

Contract Price to Include GST

**Standard Fixed Price/Lump Sum Contract**

 \$ 

**Speculative Home: including Builder Margin (excl. land value)**

OR  \$

**Cost Plus Contract: Budget including Margin**

OR  \$

Percentage Margin

 %

Date Contract Signed

 /  / 

**Project Management**

Construction Cost Budget

OR  \$

Management Fee

 \$ 

Signed Contract Date

 /  /

Was this project tendered for an architect/designer?

No

Yes  ▶

Please name architect/designer and attach a copy of the Architect Tender Statement where available. If not available, please declare your margin as calculated for your quote.

Name of Architect/Designer

Telephone Number

Margin

 %

## Section 6 - Progress Payment Details

Are your progress payments consistent with your Industry Association's guidelines? Y  N  ▶ Please provide details below

Can you confirm that your scheduled progress payments do not exceed the value of work performed and the materials supplied under the contract to that stage? Y  N  ▶ Please provide details below

## Section 7 - Privacy Statement

NSW Self Insurance Corporation (SICorp), is a statutory corporation constituted under the NSW Self Insurance Corporation Act 2004 (NSW) and is responsible for carrying on the business of providing home warranty insurance for building work done in New South Wales that requires such insurance under the Home Building Act 1989 (NSW). SICorp is regulated by the Privacy and Personal Information Protection Act 1998 (NSW) and is required to provide the following information to you in relation to your personal information.

### Purpose of Collection

SICorp, through its agents, collects and holds personal information (information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion and which relates to a natural living person) for the purpose of providing home warranty insurance (insurance) in relation to building work requiring such insurance, including:

- evaluating your application;
- providing, administering and managing the insurance services following acceptance of an application; and
- investigating, and if covered, managing and processing claims made in relation to any insurance you have applied for with us.

SICorp and its agents, collect personal information in connection with the purposes listed above, through this application and also from other State or Federal government bodies, your intermediary, our insurance agents, loss assessors, claims investigators, reinsurers, insurance companies, mailing houses, claims reference providers, trade credit reference sources, financial assessors, other service providers, legal and other professional advisers.

Examples of personal information collected include:

- your insurance claim history;
- your credit history;
- your financial status and history; and
- your corporate directorship history.

### Disclosure

SICorp or its agents may disclose your personal information in connection with the purposes listed above or as otherwise authorised or required by law, to other State or Federal government bodies, your intermediary, our insurance agents, loss assessors, claims investigators, reinsurers, insurance companies, mailing houses, claims reference providers, trade credit reference sources, financial assessors, other service providers, legal and other professional advisers.

### Consequences if information is not provided

Supply of the information sought in this form is not required by law, however, if you do not provide us with this information we will be unable to consider your application for insurance coverage, administer any policy or manage any claim under the policy.

### Access

You can request access to, and correction of, your personal information by contacting the Privacy Contact Officer of your insurance agent, through whom you or your intermediary have sought insurance, and to whom your information has been provided as our agent. In some circumstances we may not agree to allow you access to some or all of the personal information we hold about you such as when it is unlawful to give it to you. In such cases we will give you reasons for our decision.

## Section 8 - Builder Declaration

This declaration is to be executed either by the sole business proprietor/all business partners in a partnership/sole director if a sole director company/at least 2 directors of the company for other companies.

I/We declare that by completing this application and making this declaration, I/we appoint the intermediary to whom this application was provided as my/our broker for the purpose of applying for home warranty insurance with SICorp for a specific individual construction project.

I/We confirm that the details on this application form are true and represent a fair and accurate representation of the affair(s) of the applicant(s). If any of the information disclosed in this application alters or materially changes, I/we will notify our intermediary immediately.\*

I/We believe that the applicant is currently solvent and in its capacity can meet all of its financial obligations as and when they fall due.

I/We acknowledge that SICorp, or its agent, may seek additional information from me/us or our intermediary as required from time to time.

I/We acknowledge that SICorp, or its agent, reserves the right to reject this application.

I/We acknowledge that if our application for home warranty insurance is accepted by SICorp, it is the initial and successive homeowners who are the beneficiaries and not I/we as the applicant/builder.

I/We have read and understood the Privacy Statement section in this application.

### For personal applicants

I consent to SICorp and its agents collecting, using and disclosing my personal information in accordance with the Privacy Statement.

### For all applicants

If I have disclosed personal information in this form about any other person, I confirm that I am authorised to disclose this information to SICorp and its agents and to consent (and do consent) on that person's behalf to collection, use and disclosure of this and other personal information about them in accordance with the Privacy Statement.

Declared by (name of Owner/Director)

Declared by (name of Owner/Director)

Signature

Date

 

Signature

Date

 

**\*NB: Section 103EA of the Home Building Act 1989 (NSW) provides that it is an offence for a person, in connection with an application to an insurer for home warranty insurance, to make a statement (whether orally, in a document or in any other way) knowing that, or being reckless as to whether, the statement is false or misleading or omitting any matter or thing without which the statement is misleading in a material particular.**

**Such an offence may be punishable by a penalty of up to \$22,000.**

## HOME WARRANTY INSURANCE - APPLICATION CHECKLIST

Please ensure you have included the following details and supporting documents (as required) to complete your application lodgement successfully:

- Fully completed and signed Application Form.
- Copy of Builder's Contract
- Cheque payable to your nominated Broker (if this method of payment is selected).

## Section 9 - Payment Method

**Paying by Credit Card:** Please enter your credit card details in the section below, ensuring you pay the total amount including the credit card surcharge as per your premium chart. We accept Bankcard, MasterCard, and Visa cards only. Payment will only be accepted for individual invoices and must be made in full. **Any changes or corrections must be authorised by the cardholder's signature.**

MasterCard  Visa

Amount

Card Number

CCV Number

Expiry Date

Name as shown on Card

Signature

Name/Office

Premium

**Paying by Cheque:** Please ensure your cheque payment is made payable to your nominated Broker and is attached to your Application Form.