



The BrightEdge Journey

Building Process



The BrightEdge Journey- Building Process

PRE SITE PROCESS



BE Action



Client Action



Reminder

Step 1 New Home Selection

This marks the start of journey and we start presenting you the design options for your dream home.

Your Sales Consultant will provide you with information and will take the time to understand your needs.



You will be presented with a sales estimate, containing options you have selected for your home.



Client pays initial Non Refundable deposit. This deposit will secure a site start allocation and Inclusions, subject to signing contracts within 90 days.

\$1000 for Standard plans

\$3000 for Custom plans

Step 2 Preliminary drawings and Tender Document

At this stage, we prepare the tender document based on the sales estimate. The preliminary drawings are drafted to capture your requirements.



Your Sales Consultant will present you through the drawings and answer any questions you may have.

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Client to double check all the design requirements are captured on the drawings,

Client to make sure the drawings are properly explained by consultant.

Once completed you will also need to pay a secondary Non-refundable deposit, to confirms that you wish to proceed to the next step.

Please Note: No further structural changes will be accepted after this stage, and facade must be nominated.

Please Note: Final Facade and House design must be confirmed at this stage. A \$500 fee will apply after this point in the process.

Step 3 Final Drawings Presentation

This is where everything comes to life. We present your building working drawings for you to look at and sign off.



Your Sales Consultant will present you through the drawings and answer any questions you may have.



Client to review the drawings making sure all the requirements are captured.

Client to make sure that all the drawings are properly explained by sales consultant.

Step 4 Colour Selection

This is one of the most exciting steps, where you will get to choose the styling of your home, both inside and out. During the entire appointment, our professional colour consultant will help you to create your vision.



Please ensure all structural changes are finalised with your New Home Consultant prior to this appointment and your facade has been selected.

Allow approximately 4 hours for this appointment.

Step 5 Contracts

BrightEdge Homes to provide HIA Plain English Building Contract and associated documents, including preliminary documents, tender, colour selection, builders specifications and contract drawings to customer in advance for client to review prior to contract appointment.



BrightEdge Homes to apply for building permit and Developer's approval (if applicable)



Balance of 5% of contract value is due.

Please Note: No further changes will be accepted after this stage.

Step 6 Site Start Preparation

Now that your contract has been signed off, there are several steps to complete to get your home ready for site start.



Construction drawings are completed and sent via Docusign to client for final sign-off and return within 48 hours.

Apply for permits.



Email Building permit to relevant financial institution.

Client to provide confirmation of unconditional loan approval and loan documentation.

Client to provide proof of land settlement prior to commencement.




Construction Process

Step 7 Introductory Call

A member of our team from head office will call you to introduce themselves and your building supervisor. They will be your point of contact throughout your construction journey and will be able to answer any questions you have. Your Customer Service Specialist will provide you with regular update on how your new home construction is progressing. BE Homes to send a letter confirming construction has commenced.

Step 8 Base Stage


Your block of land will be prepped and ready to build on, with temporary fencing installed, site excavation, and underground connections laid. Base stage is complete once the concrete slab is poured.

 **Reminder** Upon completion of base stage, a 10% progress payment is due within 14 days.

Client is welcome to inspect this stage with the Construction Supervisor prior to making progress payment, as long as the payment is made within 14 days of the invoice date.

Step 9 Frame Stage


This is when your home really starts to come to life. All walls are marked out in accordance with your final drawings, and construction of wall, windows & door frames, and roof trusses begin. Frame stage is complete once the frame is completed, inspected, and approved by a qualified Building Surveyor.

 **Reminder** Upon completion of base stage, a 15% progress payment is due within 14 days

Step 10 Lock up Stage

This is a significant milestone in construction.

Brickwork, wall cladding, roofing, and insulation are all installed. Temporary external doors may be hung and fixed into position in order to ensure the security of your home.


 **Reminder** Upon completion of lock up stage, a 35% progress payment

Client is welcome to inspect this stage with the Construction Supervisor prior to making progress payment, as long as the payment is made within 14 days of the invoice date.

Step 11 Fixing Stage

This is where we begin fixing everything into position. We will complete all internal plaster, architraves/skirtings, cabinets and cupboards to your kitchen.

You will see your colour selections come to life. Whilst we paint your home, we will install tiles, benchtops, shower screens, mirrors, and door furniture. We will fit off all plumbing

 **Reminder** Upon completion of fixing stage, a 25% progress payment is due within 14 days

Step 12 Practical Completion Inspection (PCI)

At this stage, your Construction Supervisor will arrange for your new home presentation. This appointment is a chance for your Construction Supervisor to present your home to you, pointing out all of the features. A settlement date will also be confirmed with you at this appointment.

A thorough quality assurance inspection is conducted on the home by a dedicated Quality Assurance Team.

A Builder Surveyor will complete the final inspection and issue a certificate of occupancy which is then forwarded to the client.

Client Liaison Executive to forward on the certificate of occupancy once available. Client to forward certificate of occupancy to financial institution (if applicable) to release final payment.

Settlement generally takes place 7 to 14 days after your PCI Fifth and Final Progress Payment is due at settlement – 10% of contract value plus any unpaid variations.

Please Note: A bank cheque or direct deposit is required for final payment. If direct deposit is made, please ensure transfer is made at least two clear business days prior to settlement.

Step 13 Handover

Congratulations! Your new Home has been completed and is ready for you to move in.

On the day of settlement the Construction Supervisor will conduct an on-site handover. Appliances will be installed at an agreed time after settlement has taken place.

Client is to make final payment on the day of settlement. This amount includes the last stage payment and any unpaid variations. Once paid, the keys and settlement pack will be presented.



Step 14 Aftercare

Now you're in your brand new home, it's time to commence the aftercare program. Once you have taken possession of your new home, your builder is obliged to perform routine maintenance and carry out any adjustments caused from settlement.

The industry standard for this maintenance period is thirteen weeks, however BrightEdge Homes offer an extended period of six months from the settlement date of your home. Our Home Assurance Team will contact you at approximately eleven months after Settlement to book in a suitable time to visit your home.

Should you wish to have your maintenance inspection brought forward, please contact the aftercare Department.



Things You Need to Know

CIL COMMUNITY INFRASTRUCTURE LEVY

You may be required to pay and provide BrightEdge Homes a receipt for a Community Infrastructure Levy (CIL) from your council. The CIL is a fee some councils charge property owners in new developments to help fund facilities and services which are required to support new homes and businesses in the area. You will be able to check if this is applicable to your block by calling your local council.

Payment Process

All payments are nominated in the HIA Building Contract and are as follows:

- Deposit 5% (Includes initial deposit and further deposit from Tender appointment. The balance is required to be paid at Contract signing)
- Base 15%
- Frame 25%
- Lockup 25%
- Fix 20%
- Completion 10%

Established Fencing

Older fences on boundaries may need to be assessed and removed for the construction of your new garage. This is done at owners expense. BrightEdge Homes is not liable for any damages to existing fence.

Site Preparation

In preparation for your site start, BrightEdge Homes will complete a pre-site inspection to assess the block.

You may be required to clear rubbish from the site, ensure the block is free of all old or unused services, mow the grass and ensure there is clear access to the property.

As part of this pre-site inspection we will also check if your survey pegs are in place. The cost for this survey will be included in the tender/ contract and will be refunded in full if the survey is not required.

A re-establishment survey will definitely be required based on the following criteria:

- A survey peg(s) is not visible prior to the commencement of construction.
- The proposed garage is setback 0mm off the boundary and any adjoining properties (beside and rear) have commenced construction regardless of survey pegs being visible. A garage wall cannot encroach at all into a neighboring property and once construction begins adjoining the property is when boundary pegs are most likely to be moved.
- The set-out contractor is not confident in relation to the location of the survey pegs regardless of whether they are visible or not and regardless of whether adjoining properties have commenced construction.

