

Broadwater Tower Renovation Application

Rules to be agreed to by the Lot owner and the head builder/contractor:

(a separate copy is to be signed, dated and returned by both parties)

These rules have been put in place to ensure your renovation goes as smoothly as possible and that other lot owners are not affected more than required. Certain requirements are also enforced by the QBCC and we would suggest you look carefully at the QBCC website to ensure you are using the right tradespeople.

1. Tradespeople must not carry out work on any part of common property without the necessary prior consent.
2. The Manager must be notified by email in advance when any tradespeople will be working in the complex: **manager@broadwatertower.com.au** and the sign-in sheet located near the lifts is to be completed by each person every time they enter and leave, for insurance purposes
3. Tradespeople are permitted on site only **between 8:00am - 4:00pm Monday to Friday. No work is permitted on weekends or public holidays** (emergencies excepted). This allows for other lot owners to have adequate time to use the lifts before and after these times. If trades people are found in the building outside these times they will be asked to leave and your renovation will be put on hold.
4. Owners or their nominated representative, must be on site whenever tradespeople are carrying out renovation work.
5. Tradespersons are **only** permitted to enter and leave the building through the basement entrance.
6. Only the goods lift (no.1 lift) may be used for goods and materials. The lift padding provided must be used to protect the lift car. **Application must be made to the managers for use of lift no. 1.** (N.B. Lift 1 is not available until 10:30 a.m. on Mondays and Fridays and not until noon on Wednesdays.)
7. Lift doors and stair doors must not be blocked off or propped open. Alarms for both lifts and fire doors can be set off if this occurs and any costs relating to that will have to be passed onto you
8. Security keys must not be taken away by tradespeople working in units or persons making deliveries.

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9. Demolition material, trade waste, etc., must be removed from common property at the unit owner's expense. No renovation materials are to be put in the normal bins.
10. Work done inside units must not cause excessive noise or inconvenience to other residents. Always be respectful of other lot owners during your renovation.
11. If excessive noise is required a minimum of **48 hours' notice** must be provided to the manager to make the building aware. This includes jackhammering, tile cutting, heavy drilling or any other excessive noise. This noise level is only limited to the times of **10am-2pm Monday to Friday**.
12. Owners are responsible for the tradespeople and their actions. The unit owner must provide parking for tradespeople. Parking in driveways and blocking car spaces is not permitted. Trades people **ARE NOT** permitted to park in the top visitors carpark for any length of time
13. Tiles must be cut within the unit and not on the balconies.
14. Owners will need to notify the manager to isolate the sprinkler system fire alarm for their floor while works are in progress. **Failure to do so can trigger the fire alarm and any attendance of fire department thus caused will be billed to the owner.**
15. Contractors are permitted to use the bathroom facilities in the gym area **ONLY** and it must be kept at all times neat and tidy.
16. The owner needs to be particularly aware of who the main contractor is that will be working on their renovation and that this contractor personally holds the appropriate building license for the work being carried out. The main contractor should attend the site on a regular basis during the works. Failure to ensure that the contractor carrying out the work holds the required license can be costly. I.e. structural work can only be carried out by an open building licence holder- refer to the QBCC website for further information

Name of lot owner/ Builder	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>
Date	<input type="text"/>	

APPROVAL BY THE COMMITTEE	<input type="text"/>	DATE	<input type="text"/>
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Date renovation to be completed by