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| --- |
| **Synergy Building Surveying Pty Ltd**  PO Box 570 Heidelberg VIC 3084 |
| 03 9228 0318 / 0403 536 570 |
| info@synergybs.com.au |
| www.synergybs.com.au |
| ABN 19 981 348 466 |

**QUOTE REQUEST FORM**

**To: Synergy Building Surveying Pty Ltd**

**From:**

Postal Address: Postcode:

Phone: Email Address:

**Site address where works are to occur:**

Site Address: Postcode:

**What is the Nature of the Building Work?**

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| Floor Area in m2 |
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|  |
|  |
|  |

|  |
| --- |
| Floor Area in m2 |
|  |
|  |
|  |

Please tick as applicable to your project

|  |
| --- |
| Construction of a new building |
| Demolition of a building |
| Extension to an existing building |
| Re-erection of a building |

|  |
| --- |
| Alterations to an existing building |
| Removal of a building |
| Change of use of an existing building |

Other:

**What is / are the proposed use/s of the Building?**

Please tick all uses that are relevant to your project.

Non habitable Use

Domestic/Residential Use

Other Commercial Use

|  |
| --- |
| Retaining wall / Fence / Swimming Pool |
| Porch / Alfresco / Sunroom / Deck |
| Verandah / Pergola / Carport |
| Shed / Garage / Storage |
| Bushfire shelter / Out Building |

|  |
| --- |
| Dwelling |
| Townhouse / Villa Unit/s |
| Dependent Persons Unit |
| Flats / Apartments |
| Hotel / Motel |

|  |
| --- |
| Office |
| Shop / Café / Restaurant / Bar |
| Warehouse / Storage / Carpark |
| Factory / Laboratory |
| Cinema / Church / School / Hall |

Other:

**What is the Total Estimated Cost of all Building Work? $**

Note all estimates must be validated and justified prior to the issuing of any Building Permits.

Do you intend to carry out building work as an owner-builder? Yes No

**IMPORTANT NOTE:** To receive a quick quote turnaround please ensure you complete all sections and return this form to [info@synergybs.com.au](mailto:info@synergybs.com.au) , together with a copy of following documentations: Any missing information will delay the quoting process.

1. Certificate of Title, Plan of Subdivision (allotment plans) & the relevant title instruments (Covenant, Section 173 Agreement, MCP etc.). (can be obtained by visiting <https://www.landata.vic.gov.au/>)
2. Property information from the local council (Regulation 51(2) – flood prone, designated land, termites etc.).
3. Architectural design - floor plans, site plans, elevations, sections etc.
4. Engineering design for all structural elements.
5. Where applicable: Town Planning Permit along with endorsed plans; Bushfire Assessment Report; Report & Consent from council.

Please refer to the attached files for Terms & Conditions of Engagement and Information Sheet/Checklist for other documents that will be required once the fee proposal and Building Surveyor appointment are agreed on.

**Signature of Applicant:** **Date:**