

Wallis Building Approvals Engagement Agreement

This is an engagement agreement between Wallis Building Approvals Pty Ltd and the Applicant, and constitutes an agreement in writing in accordance with Section 141(1) of the Building Act 1975 (BA).

Wallis Building Approvals Pty Ltd is authorised under the Sustainable Planning Act 2009 (SPA) to carry out building certifying functions under the BA for the purpose of assessing and deciding building application in accordance with the relevant legislation.

Applicants Name:

Applicant's Address:

Description of the proposed building work:

Address of the proposed building work:

Real Property Description of the proposed building work: Lot on Plan

The Agreement

1. Wallis Building Approvals Pty Ltd will provide a building certification service to the Applicant associated with the above proposed building work including assessment and inspections in accordance with the relevant legislation.
2. The Applicant is to pay 50% of the fees as detailed in the Fee Proposal _____ dated ___ / ___ / 20___ upon lodgement of the building application with Wallis Building Approval Pty Ltd. The balance of the fees will be required to be paid within 14 days of the invoice date and/or prior to the issue of the building approval. In addition to this fee, the Applicant is to pay any additional inspection fees, or fees for additional services which are required or requested to be undertaken by Wallis Building Approval Pty Ltd associated with the building application.
3. The Applicant will provide all relevant required and requested plans, documentation and information to ensure that a satisfactory assessment of the building application can be completed, decided and inspected.
4. Should representation or enforcement action be required in respect to the building work by Wallis Building Approvals Pty Ltd, a reasonable professional hourly rate fee will be required to be paid by the Applicant/Owner to Wallis Building Approvals Pty Ltd.

In accordance with Section 146 of the Building Act 1975, the Applicant must pay the agreed fee regardless of any refusal issued by Wallis Building Approvals Pty Ltd.

This engagement agreement must be accompanied by the completed attached Owners Consent

Name of person signing for or on behalf of the Applicant:

Signature:

Date:

Name of person signing for or on behalf of Wallis Building Approvals Pty Ltd:

Signature:

Date:

Advice regarding commencement of building work

In accordance with Section 578 of the Sustainable Planning Act 2009, assessable building work must not commence until the building approval has been issued for the building work.

Advice regarding your Local Councils involvement

As a Private Building Certification Company, the building application will be assessed by Wallis Building Approvals. Your local Councils role in the building approval process will be limited to archival purposes only to ensure that any records associated with your building work are kept in perpetuity, or until the building work is demolished or removed.

Information Privacy Collection Notice

The information being requested in this engagement agreement is required to assess the application and perform responsibilities under the Sustainable Planning Act 2009 and the Building Act 1975.

Owners Consent

I/We

Being the owner/s of (address where building work is to be undertaken)

described as Lot on Plan authorise Wallis Building Approvals Pty Ltd to act on my/our behalf to lodge, sign, enquire, withdraw, receive applications, approvals, obtain documentation/information and correspondence in respect to the proposed building work.

Owners Postal Address:

Owners Email Address:

Owners Signature:

Date:

Information for Owner

Commencement of building work

In accordance with Section 578 of the Sustainable Planning Act 2009, assessable building work must not commence until the building approval has been issue for the building work.

Local Councils involvement

As a Private Building Certification Company, the building application will be assessed by Wallis Building Approvals Pty Ltd. Your local Councils role in the building approval process will be limited to archival purposes only to ensure that any records associated with your building work are kept in perpetuity, or until the building work is demolished or removed.

Information Privacy Collection Notice

The information being requested in this engagement agreement is required to assess the application and preform responsibilities under the Sustainable Planning Act 2009 and the Building Act 1975.

Supervision and quality of work

It is the shared responsibility of the contractor and owner to ensure building work is carried out to an acceptable standard of quality and finish. Some owners may engage an architect or designer to supervise these aspects of the work. The certifier is not responsible for job site supervision, quality control, or making sure a builder complies with his contract.

The building contractor has statutory and contractual obligations regarding the approval and inspection process. The property owner is ultimately responsible for ensuring a building permit has been issued and any mandatory inspections have been carried out.

Some builders offer a complete design, approval and construction package. If the builder is to arrange for the building permit and inspections, details of the agreement should be recorded in a contract.

The builder must, on behalf of the owner, comply with any lawful requirement relating to the building work. Under the building contract, the builder must rectify any building work that does not comply with the building legislation.

If building work needs to be rectified, the party responsible for the cost will be determined by the reason for the mistake. More than one party may be responsible for costs. Dispute resolution facilities are available through the [Queensland Building and Construction Commission](#) (formerly the Building Services Authority).

Code of conduct

All accredited building certifiers are bound by a strict code of conduct, and have an obligation to always act in the public interest. Severe penalties can apply if they fail in these duties.