

Private Certification Engagement Agreement

This agreement has been prepared for the private certification of building works pursuant to the provisions of the Sustainable Planning Act 2009 (SPA).

In accordance with section Chapter 6 Part 2 of the SPA the following information has been incorporated into the engagement agreement:-

Description of

Building Work: _____

Property Location: _____

Disclosure of Land Information:

Are there any covenants over the site Yes No

Are there any easements over the site Yes No

Are you aware of any combined drains (Plumbing) Yes No

Extent of Certification Function:

- Receive, assess & decide application (issue building approval)
 Inspect works (final inspection)
 Issue Certificate of Classification / Certificate of Completion
 Other Services:

Clients Name: _____

Clients Address: _____

Owners Name: _____

Owners Address: _____

Certifiers Name: BSP Brisbane Pty Ltd as trustee for BSP Brisbane Trust

Certifiers Address: U27, 10 Benson St (PO Box 3619) Toowong Qld 4066

Certification Fee: \$ _____

Fee Payment Terms: Terms Follow on Page 2

By signing below I confirm acceptance of BSP Brisbane Pty Ltd as trustee for BSP Brisbane Trust acting as Private certifiers and I confirm acceptance of terms as per page 2.

Signature _____

Print Name _____

Date of Engagement _____ / _____ / 201..

BSP Nominated Certifiers Signature _____

Private Certification Engagement Agreement

Page 2 - Terms

- This agreement expires in accordance with conditions of the building work decision notice.
- Payment of Permit Fee in full is required before the Building Approval is released.
- When an invoice is issued this invoice is due and payable within 14 days of date of invoice.
- The certifier may request payment of assessment fees to date / Applications &/or Administration fees at any stage during the certification process.
- The certifier may request payment of application fees and administration charge before the applications will be made with the relevant bodies.
- The person who signs this agreement is responsible for payment of fees.
- If the application is placed on hold then an invoice will be charged for work to date (assessment fees to date/ applications/ administration to date).
- Additional fees may be required to be paid in excess of the fee proposal if additional applications are required. A request will be made by the certifier before the application will be made and will await your acceptance.
- Changes to Fee Proposal Figure: If your fee proposal dates older than 3 months or dates to the last financial year there may be additional fees to those originally quoted
- Shall the certification engagement be terminated by mutual agreement or by the client giving reasonable prior written notice to Building Surveying Professionals Pty Ltd, then the client shall pay Building Surveying Professionals Pty Ltd a fair and reasonable fee for the services carried out up to and including the date of termination together with payment of any costs and expenses reasonably incurred by Building Surveying Professionals to that date.
- Any changes to these terms must be requested in writing and agreed to in writing by Stuart Andrews (Director).