



ABN 18161639407

SPARK BUSINESS GROUP PTY LTD

THE PROCESS

Step 1 Appointment:

First, we will schedule an appointment to address your requirements and any concepts you may already have in mind. During this meeting, we will assist you in refining your ideas and propose design solutions. Additionally, we will discuss your budget and the corresponding expenses. The more you consult with us, the better we can tailor our suggestions to create the most suitable dwelling for your property.

Step 2 Performer invoice:

After your acceptance, we will generate a Performer invoice that aligns with your stated requirements. This invoice will provide you with a comprehensive breakdown of the pricing details.

Step 3. Confirmation:

Sign performer invoice and send us a copy back.

Step 4. Payment stage wise:

Advance payment for council approvals, if required, will be invoiced separately. A 10% advance payment is required to commence the process of building your kit home, 40% is then due to begin manufacturing your tailored kit home after ten days. 25% is due as a progress payment in accordance with the invoice, and the remaining 25% is due prior to delivery.

Step 5 Designing:

Begin by creating a floor plan and site plan, which must be approved before submission to the council for further approval.

Step 6: Building

After obtaining preliminary approval from the council, follow these steps:

1. Choose a builder who offers a fixed-price contract for the entire project.
2. Apply for your owner-builder license and engage a project manager. You should also appoint co-creators for carpentry, plumbing, and electrical work if necessary.
3. Hire a project manager to oversee the construction process, utilizing your owner-builder certification.

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3/13 MCCORMACK STREET, ARNDELL NSW.

www.sparkhomes.com.au Email: sparkhomes@yahoo.com Tel: (02) 8807 4717 Mob: 0488881718

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Step 7: Certificate:

The Final Occupancy Certificate will be issued by the Council or PC.

PLANS - REQUIRED

This information must be provided before seeking Council approval.

Site details - DP, site plan of the current block, a detailed sketch showing preferred setbacks to the house and fences.

Orientation - Indicate the position on the block as a sketch, referring to existing boundaries and the existing house. Setbacks to all boundaries.

Floor plan with dimensions.

Include on the floor plan - Smoke detector, washing machine tub.

Roof material and assumed pitch of 10 degrees.

Roof structure - Gable or flat.

Roof pitch - Skillion or gable.

If the roof is skillion - Indicate which side is the high side.

If the roof is skillion - Will it be hidden behind a barge board (showing a level fascia).

Materials - Windows, doors.

Dimensions - Windows, doors.

Materials - External walls - External cladding, brick veneer, etc. - Indicate color.

Ceiling height - Flat ceiling or raked.

If there are eaves - what are the dimensions? If not equal all around, please indicate.

Floor finishes - Timber, carpet.

Cooktop - Electric or gas.

Hot water system - Electric or gas.

Frame material - Metal - walls and floor.

Frame sizes - Internal frames, floor frames, and external frames - Provide sectional size for **each**.

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Floor structure - Slab on the ground or piers. If piers are used, indicate the type and the height above the existing ground.

Stormwater - Provide a sketch showing the direction of water flow from new downpipes. If the water will go to the street through an existing council stormwater easement, indicate an approximate slope for gravity flow .

Landing or stairs - If a landing or stairs will be included, specify if a roof is required.

Roof over landing - Provide details such as size, height, roof design, and materials.

Additional items requiring approval concurrently - Please provide dimensions/details for the following:

1. Concreter
2. Carpenter
3. Plumber
4. Electrician

Please note that these are the four types of tradies required when you have an Owner Builder's License.