

COMMERCIAL Documents effective 1 August 2011

Please fax your orders to Master Builders on (07) 3225 6545, email sales@masterbuilders.asn.au or call into our office for immediate over-the-counter sales.

SUBCONTRACT DOCUMENTS

DESCRIPTION	COST	QTY	TOTAL
SC-1 – SUBCONTRACT AGREEMENT An agreement between a Contractor and a Subcontractor for subcontract works. Legislative requirement. Pad of 20.	\$30.00	<input type="text"/>	\$ <input type="text"/>
			\$45.00 (NON-MEMBER)
PSC – PERIOD SUBCONTRACT An agreement between a Contractor and a Subcontractor containing rates that extend for an agreed period of time. Pad of 20. Includes one complimentary pad of Work Orders (20).	\$30.00	<input type="text"/>	\$ <input type="text"/>
			\$45.00 (NON-MEMBER)
WO1 – WORK ORDERS This document is used as a companion to the Period Subcontract to instruct specific work to be carried out. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
VA-S – VOLUNTARY AGREEMENT An agreement between a Contractor and a Subcontractor or a Subcontractor and their contract workers, outlining withholding tax and GST obligations of the parties. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
VAR-S – CONFIRMATION OF VARIATION / INSTRUCTION Used for the confirmation of a variation to the scope of work. Legislation requires variations to be in writing. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
WMS – WORK METHOD STATEMENT Health & Safety Statements to control high risk activities (manual and computer disk). Single set.	\$65.00	<input type="text"/>	\$ <input type="text"/>
			\$130.00 (NON-MEMBER)
SCDECON2 – DESIGN AND CONSTRUCT – LUMP SUM SUBCONTRACT Companion subcontract to the Design and Construct Contract – Lump Sum (DECON 2), setting out the terms and conditions upon which the Subcontractor is engaged by the Contractor. Single contract.	\$48.00	<input type="text"/>	\$ <input type="text"/>
			\$60.00 (NON-MEMBER)
TC 2007 – TRADE CONTRACT – CONSTRUCTION MANAGEMENT Companion trade contract to the Construction Management Contract (CM2). For use between an Owner and a Trade Contractor for the delivery of individual trades, where the project is being managed by a Construction Manager. Single contract.	\$25.00	<input type="text"/>	\$ <input type="text"/>
			\$38.00 (NON-MEMBER)
AS 2545 Subcontract conditions for subcontracts involving site work on projects where AS 2124 is in use as the head contract. Single document.	\$93.00	<input type="text"/>	\$ <input type="text"/>
			\$113.00 (NON-MEMBER)
AS 4303 Subcontract conditions for subcontracts where AS 4300 general conditions of contract for design and construct are in use as the head contract. Single document.	\$97.00	<input type="text"/>	\$ <input type="text"/>
			\$117.00 (NON-MEMBER)
AS 4901 Subcontract conditions for subcontracts involving site work on projects where AS 4000 is in use as the head contract. Single document.	\$97.00	<input type="text"/>	\$ <input type="text"/>
			\$117.00 (NON-MEMBER)

PLEASE SEND TO:

Name/business:	
Address:	
Postcode:	Master Builders Membership No.:
Phone:	Fax:
Contact name:	

WRITTEN CONTRACTS ARE COMPULSORY BY LAW

PAYMENT METHOD

TOTAL AMOUNT DUE \$		+ \$12.00* POSTAGE & HANDLING	
<input type="checkbox"/>	Cheque enclosed	<input type="checkbox"/>	Visa
<input type="checkbox"/>		<input type="checkbox"/>	Mastercard
Card no:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardholders name:			
Expiry date:	<input type="text"/>	/	<input type="text"/>
		Signature:	
*This is a minimum fee. If postage is more, a quote will be given. Prices correct at the time of printing, but subject to change			

All prices include GST. 08/11

Contract Document Order Form

HOUSING Documents effective 1 August 2011

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DESCRIPTION	COST	QTY	TOTAL
RBC-1 – RESIDENTIAL BUILDING CONTRACT A lump sum contract to be used for new houses or major residential works including extensions and alterations. Also suitable when an Architect is the Owner's agent. Single contract, includes Contract Information Statement, 1 x ENGR SPEC, 1 x HOGPT, 1 x CSIRO BTF18, 1 x Inclement Weather Calculation table.	\$20.00	<input type="text"/>	\$ <input type="text"/>
			\$30.00 (NON-MEMBER)
RBS1 – RESIDENTIAL BUILDING SPECIFICATION For use on residential projects to specify details of work to be carried out. A vital companion to the Residential Building Contract. Single document.	\$27.00	<input type="text"/>	\$ <input type="text"/>
			\$40.00 (NON-MEMBER)
RRC – RESIDENTIAL RENOVATION CONTRACT A lump sum contract for large renovation or alteration works to the value of \$1million (guide only). Pad of 10, includes Contract Information Statements (10).	\$48.00	<input type="text"/>	\$ <input type="text"/>
			\$72.00 (NON-MEMBER)
MWC-1 – MINOR WORKS CONTRACT A lump sum contract ideal for minor works to the value of \$80,000 (guide only). Pad of 12, includes Contract Information Statements (12).	\$48.00	<input type="text"/>	\$ <input type="text"/>
			\$72.00 (NON-MEMBER)
CP-5 – RESIDENTIAL COST PLUS CONTRACT A cost plus contract for use on residential projects where the contract price cannot be reasonably estimated when the contract is being entered into i.e. major alterations or extensions, however a fair and reasonable estimate is given. Legislation prohibits the use of this contract unless strict criteria is met. Single contract, includes Contract Information Statement.	\$22.00	<input type="text"/>	\$ <input type="text"/>
			\$32.00 (NON-MEMBER)
TC-H – TRADE CONTRACT A lump sum contract used by a Trade Contractor when contracting directly with an Owner. Pad of 12, includes Contract Information Statements (12).	\$48.00	<input type="text"/>	\$ <input type="text"/>
			\$72.00 (NON-MEMBER)
PB-1 – POOL BUILDING CONTRACT A lump sum contract for construction of a swimming pool/spa when contracting directly with an Owner. Single contract, includes Contract Information Statement.	\$14.00	<input type="text"/>	\$ <input type="text"/>
			\$20.00 (NON-MEMBER)
SWC-R – SIMPLE WORKS CONTRACT (LESS THAN \$3,300) A lump sum contract for use by a Contractor dealing directly with an Owner for residential building work where the contract value is less than \$3,300. Pad of 10.	\$20.00	<input type="text"/>	\$ <input type="text"/>
			\$30.00 (NON-MEMBER)
RESIDENTIAL CONTRACT PACK A comprehensive pack of contract documents for use by a Contractor on a residential project. Includes 1 x RBC-1, 1 x CIS, 1 x PBA-H, 1 x RBS1, 1 x HOGPT, 10 x VAR, 4 x EOT, 5 x PPC-H, 1 x PCN-H, 2 x DD-H, 1 x TMN-A, 1 x TMN-V, 20 x SC-1. (valued over \$120)	\$66.00	<input type="text"/>	\$ <input type="text"/>
			\$100.00 (NON-MEMBER)
SUPPORT DOCUMENTS FOR HEAD CONTRACT			
ENGR SPEC – ENGINEER SPECIFICATION & CONFIRMATION FOR RESIDENTIAL FOOTING & SLAB DESIGN This document should be provided to the Engineer when engaged to design footings and slab system. Must be used to allow the Contractor to comply with the BSA Subsidence Policy. Pad of 10.	\$17.00	<input type="text"/>	\$ <input type="text"/>
			\$25.00 (NON-MEMBER)
CSIRO BTF18 – FOUNDATION MAINTENANCE AND FOOTING PERFORMANCE: A HOMEOWNERS GUIDE This document must be issued to the Owner to comply with the BSA Subsidence Policy. Single document, includes declaration by Owner.	\$3.30	<input type="text"/>	\$ <input type="text"/>
			\$5.00 (NON-MEMBER)
PBA-H – PRELIMINARY AGREEMENT This agreement is for use by the Contractor when engaged to perform preliminary tasks i.e. plans, site survey, soil test, building approvals etc. on behalf of the Owner. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
CIS – CONTRACT INFORMATION STATEMENT A contract information statement must be provided by the Contractor to the Owner upon signing a regulated contract along with the contract, which allows the 'Cooling off' period to commence. Single document.	\$3.30	<input type="text"/>	\$ <input type="text"/>
			\$5.30 (NON-MEMBER)
PPC-H – PROGRESS PAYMENT CERTIFICATE Used by a Contractor when submitting progress payment claims to an Owner. Meets GST requirements. Pad of 20.	\$26.00	<input type="text"/>	\$ <input type="text"/>
			\$39.00 (NON-MEMBER)
PCN-H – PRACTICAL COMPLETION STAGE NOTICE A notice provided to an Owner by the Contractor notifying that the works have reached Practical Completion Stage. Pad of 20.	\$21.00	<input type="text"/>	\$ <input type="text"/>
			\$31.00 (NON-MEMBER)
DD-H – DEFECTS DOCUMENT It is a legislative requirement that a defects document be provided to the Owner by the Contractor. This form is used to document minor defects or omissions at Practical Completion Stage. Pad of 20.	\$22.00	<input type="text"/>	\$ <input type="text"/>
			\$32.00 (NON-MEMBER)
PROJECT INFORMATION & DAILY SITE DIARY Suitable for use on residential or commercial projects. The Project Information schedule allows you set out key project details and maintain a project checklist. The Daily Site Diary provides templates to record daily activities on site, summarise any notices required or record incidents that occur. Includes 1 x Project Information schedule and 1 x Daily Site Diary (60 days), (additional copies of the Daily Site Diary available separately - \$22.00).	\$33.00	<input type="text"/>	\$ <input type="text"/>
			(MEMBERS ONLY)

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TOTAL AMOUNT DUE \$	+ \$12.00* POSTAGE & HANDLING		
<input type="checkbox"/> Cheque enclosed	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	
Card no:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardholders name:	<input type="text"/>		
Expiry date:	<input type="text"/>	/	<input type="text"/>
Signature:	<input type="text"/>		

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HOUSING Documents effective 1 August 2011

SUPPORT DOCUMENTS FOR HEAD CONTRACT

DESCRIPTION	COST	QTY	TOTAL
VAR – CONFIRMATION OF VARIATION / INSTRUCTION Used for the confirmation of a variation to the scope of work. The <i>Domestic Building Contracts Act 2000</i> requires all variations between the Contractor and Owner to be in writing. Pad of 20.	\$35.00	<input type="text"/>	\$ <input type="text"/>
			\$53.00 (NON-MEMBER)
EOT – EXTENSION OF TIME Confirmation of any extensions of time claimed by the Contractor due to a delay as allowed for in the contract. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
HOGPT – HOME OWNERS' GUIDE FOR TERMITE MANAGEMENT A guide to termite management systems. Single document, includes declaration by Owner.	\$6.00	<input type="text"/>	\$ <input type="text"/>
			\$9.00 (NON-MEMBER)
NHOMM – NEW HOME OWNERS MAINTENANCE MANUAL A general information guide for an Owner outlining their responsibilities of the maintenance of their new home. May form part of a Contractors handover package. Single document.	\$8.00	<input type="text"/>	\$ <input type="text"/>
			\$12.00 (NON-MEMBER)
GLW – GUIDE TO LETTER WRITING A guide of standard letters for use by a Contractor during the course of a residential project. Single document.	\$35.00	<input type="text"/>	\$ <input type="text"/>
			\$52.00 (NON-MEMBER)
TMN-A /TMN-V – TERMITE NOTICE The Building Code of Australia requires two (2) permanent durable notices to be installed in all new houses in Queensland. Single sticker. TMN-A – Aluminium; TMN-V – Vinyl	\$3.50	<input type="text"/>	\$ <input type="text"/>
			\$5.50 (NON-MEMBER)
ASBS – ASBESTOS STICKER A caution sticker warning of potential asbestos hazard. Single sticker.	\$2.00	<input type="text"/>	\$ <input type="text"/>
			\$3.00 (NON-MEMBER)
DWP – HOUSING SAFETY WORKPLAN Housing Health & Safety Workplan required by legislation (manual and computer disk). Single set.	\$65.00	<input type="text"/>	\$ <input type="text"/>
			\$130.00 (NON-MEMBER)

SUBCONTRACT DOCUMENTS

SC-1 – SUBCONTRACT AGREEMENT An agreement between a Contractor and a Subcontractor for subcontract works. Legislative requirement. Pad of 20.	\$30.00	<input type="text"/>	\$ <input type="text"/>
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PSC – PERIOD SUBCONTRACT An agreement between a Contractor and a Subcontractor containing rates that extend for an agreed period of time. Pad of 20. Includes one complimentary pad of Work Orders (20).	\$30.00	<input type="text"/>	\$ <input type="text"/>
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WO1 – WORK ORDERS This document is used as a companion to the Period Subcontract to instruct specific work to be carried out. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
VA-S – VOLUNTARY AGREEMENT An agreement between a Contractor and a Subcontractor or a Subcontractor and their contract workers, outlining withholding tax and GST obligations of the parties. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
VAR-S – VARIATION / INSTRUCTION FORMS Used for the confirmation of a variation to the scope of work. Legislation requires variations to be in writing. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
WMS – WORK METHOD STATEMENT Health & Safety Statements to control high risk activities (manual and computer disk). Single set.	\$65.00	<input type="text"/>	\$ <input type="text"/>
			\$130.00 (NON-MEMBER)

AUSTRALIAN STANDARDS DOCUMENTS

AS 3660.1 Termite management – New building work.	\$145.00	<input type="text"/>	\$ <input type="text"/>
			\$160.00 (NON-MEMBER)
AS 3740 Waterproofing of wet areas – Residential buildings.	\$88.00	<input type="text"/>	\$ <input type="text"/>
			\$108.00 (NON-MEMBER)
AS 4349.0-2007 Inspection of buildings – Part 0: General requirements.	\$53.00	<input type="text"/>	\$ <input type="text"/>
			\$73.00 (NON-MEMBER)
AS 4349.1-2007 Inspection of buildings – Part 1: Pre-purchase inspections – Residential buildings.	\$74.00	<input type="text"/>	\$ <input type="text"/>
			\$94.00 (NON-MEMBER)
AS 1684.2 Residential timber-framed construction – Non-cyclonic areas.	\$97.00	<input type="text"/>	\$ <input type="text"/>
			\$117.00 (NON-MEMBER)
AS 1684.3 Residential timber-framed construction – Cyclonic areas.	\$97.00	<input type="text"/>	\$ <input type="text"/>
			\$117.00 (NON-MEMBER)
ASMOM – AUSTRALIAN STANDARD METHOD OF MEASUREMENT OF BUILDING WORKS Provides a uniform basis for the measurement of building works. Single document.	\$85.00	<input type="text"/>	\$ <input type="text"/>
			\$110.00 (NON-MEMBER)

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Contact name:	

PAYMENT METHOD

TOTAL AMOUNT DUE \$	+ \$12.00* POSTAGE & HANDLING		
<input type="checkbox"/> Cheque enclosed	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	
Card no:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardholders name:	<input type="text"/>		
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HEAD CONTRACT DOCUMENTS			
DESCRIPTION	COST	QTY	TOTAL
LSC2 – COMMERCIAL BUILDING CONTRACT A lump sum contract for major commercial work where there is no Architect administering the contract. Pad of 5.	\$63.00	<input type="text"/>	\$ <input type="text"/>
			\$95.00 (NON-MEMBER)
MWC-C – MINOR WORKS CONTRACT A lump sum contract for minor commercial work up to the value of \$100,000 (guide only). Pad of 12.	\$45.00	<input type="text"/>	\$ <input type="text"/>
			\$68.00 (NON-MEMBER)
CP3 – COMMERCIAL COST PLUS CONTRACT A cost plus contract for use on commercial building projects, where a lump sum price cannot be established, however a fair and reasonable estimate is given. Single contract.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
PM2 – PROJECT MANAGEMENT AGREEMENT An agreement between a Project Manager and Owner, where the Project Manager, acting as the Owner's agent, provides management services from pre-design to completion, including the engagement of a Contractor to perform the work. Single contract.	\$48.00	<input type="text"/>	\$ <input type="text"/>
			\$72.00 (NON-MEMBER)
CM2 – CONSTRUCTION MANAGEMENT CONTRACT An agreement between a Construction Manager and Owner, where the Construction Manager acts as the Owner's agent. The Construction Manager is responsible for supervision and management of the project and the Owner contracts with and pays the Trade Contractors directly. Single contract.	\$31.00	<input type="text"/>	\$ <input type="text"/>
			\$46.00 (NON-MEMBER)
DECON 2 – DESIGN AND CONSTRUCT CONTRACT – LUMP SUM A contract where the Contractor provides all services and engages all trades, including design work to be carried out. Single document.	\$51.00	<input type="text"/>	\$ <input type="text"/>
			\$76.00 (NON-MEMBER)
AS 2124 General Conditions of Contract suitable for use in a wide variety of commercial construction and building contracts. Single document.	\$93.00	<input type="text"/>	\$ <input type="text"/>
			\$113.00 (NON-MEMBER)
AS 4000 General Conditions of Contract suitable for use in a wide variety of commercial construction and building contracts. Single document.	\$90.00	<input type="text"/>	\$ <input type="text"/>
			\$110.00 (NON-MEMBER)
AS 4300 General conditions of contract for design and construct. Single document.	\$105.00	<input type="text"/>	\$ <input type="text"/>
			\$130.00 (NON-MEMBER)
SUPPORT DOCUMENTS FOR HEAD CONTRACT			
VAR – CONFIRMATION OF VARIATION / INSTRUCTION Used for the confirmation of a variation to the scope of work. Legislation requires all variations to be in writing. Pad of 20.	\$35.00	<input type="text"/>	\$ <input type="text"/>
			\$53.00 (NON-MEMBER)
EOT – EXTENSION OF TIME Confirmation of any extensions of time claimed by the Contractor due to a delay as allowed for in the contract. Pad of 20.	\$19.00	<input type="text"/>	\$ <input type="text"/>
			\$29.00 (NON-MEMBER)
CWP – COMMERCIAL SAFETY WORKPLAN Commercial Health & Safety Workplan required by legislation (manual and computer disk). Single set.	\$65.00	<input type="text"/>	\$ <input type="text"/>
			\$130.00 (NON-MEMBER)

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Contact name:	

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<input type="checkbox"/>	Cheque enclosed	<input type="checkbox"/>	Visa
<input type="checkbox"/>		<input type="checkbox"/>	Mastercard
Card no:	<input type="text"/>	<input type="text"/>	<input type="text"/>
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