

# Making house building. easier



**Contract Notification Form**



New Homes | Version 2

**SECTION 1**

**Developer Contact Details**

Name of business

Premier Guarantee Registration Number (if known)

**Development Details**

Name of development

Address

County

Postcode

**Contact Details for Technical Audit**

Contact name

Telephone

Mobile

Email

Fax

**Contact Details for Quotation to be sent to:**

Contact name

Telephone

Mobile

Email

Fax

**Contact Details for Building Control**

Who will be carrying out the Building Control function on this development?

Local Authority Building Control  Approved Inspector  NHBC

If an Approved Inspector please provide the following details (if known):

Company Name

Contact Name

Telephone Contact Number  Mobile

E-mail  Fax

**Note:**

Cover under Section 3.4 and 3.5 of the **Premier Guarantee** Policy are only available if an **Approved Inspector** or NHBC is undertaking the Building Control work. To check if the **Approved Inspector** or the NHBC are registered with Premier Guarantee please contact the Scheme Administrator or check online at [www.premierguarantee.co.uk](http://www.premierguarantee.co.uk)

**SECTION 2**

**Details of Project**

Name of the lender financing this Contract

Number of units in this development

Is the development going to be split into phases?                      Yes                       No

If Yes, please indicate the following:

Total number of phases in the whole development

Start dates of phases

Number of units to be quoted for within this phase of the development

**Details of Project - Additional Information** (please complete this section in respect of the phase terms are required for)

Start date of construction work                       Approx end date

Type of construction:

New build                       Conversion / Refurbishment                       Extension

If more than 1 box has been ticked, please give details

**SECTION 3**

Please complete the following section if the development is a conversion or refurbishment.

**Conversion / Refurbishment Details** - Please note we require a copy of the plans of the existing building and the proposed alterations. These should be forwarded with this application form.

What is the age of the existing property

How is the existing structure used:

Residential	<input type="checkbox"/>	Storage	<input type="checkbox"/>	Communal	<input type="checkbox"/>
Industrial	<input type="checkbox"/>	Livestock	<input type="checkbox"/>	Other	<input type="checkbox"/>

If Other, please give details

Has the developer had experience in conversion / refurbishment contracts?      Yes       No

If Yes, please give details

Has a condition survey been carried out?

Yes

No

If yes please provide a copy.

Have any other surveys or tests been carried out on the existing structure?

Yes

No

If yes, please give details:

Is the building a Grade 1 Listed Building?

Yes

No

Is the site in a conservation area?

Yes

No

Please give a brief description of the works being done:

**SECTION 4**

**Details of Project Continued**

Has Construction started on any unit?

Yes

No

If Yes, please give details:

Has a ground investigation been made?

Yes

No

Are the housing units:

Conventional cavity  
masonry construction

Conventional timber  
frame construction

Any other type  
of construction

If Any other, please give details:

If the development is for apartments are there any:

Pre-cast heavy panels

Pre-fabricated elements

Curtain walls

Innovative materials or methods of construction

Any existing retained elements

If you have answered Yes to any of the above, please provide details on a separate sheet.

**SECTION 5**

**Contractor Information**

Who will carry out the building works?

Name of builder

Premier Guarantee Registration Number (if known)

Address

County

Postcode

Contact name

Email

Telephone

Mobile

Website address

Fax

Is the contractor currently registered with a New Home Warranty Provider? Yes  No

If Yes, what is the name of the New Home Warranty Provider?

Current rating with the New Home Warranty Provider?

Length of time registered with New Home Warranty Provider

< 1 Year	<input type="checkbox"/>	1 - 2 Years	<input type="checkbox"/>
2 - 5 Years	<input type="checkbox"/>	5 - 10 Years	<input type="checkbox"/>
> 10 Years	<input type="checkbox"/>		

If No, has the business ever been refused membership, been removed from a New Home Warranty Provider's register or is currently in dispute with a New Home Warranty Provider? Yes  No

Are you connected with a developer who is already registered with Premier Guarantee? Yes  No

If yes, please advise of the companies and relationships to this company:

**SECTION 6**

**Nature of the Development** (please complete the below in full, in respect of the phase terms are required for)

NB = New Build Conv = Conversion/Refurbishment

Estimated Selling Price	Detached Units		Semi Detached Units		Terraced Units		Flats		Other		Total Number of Units	
	NB	Conv	NB	Conv	NB	Conv	NB	Conv	NB	Conv	NB	Conv
Up to £60,000												
£60,001 - £70,000												
£70,001 - £80,000												
£80,001 - £90,000												
£90,001 - £100,000												
£100,001 - £110,000												
£110,001 - £120,000												
£120,001 - £140,000												
£140,001 - £160,000												
£160,001 - £180,000												
£180,001 - £200,000												
£200,001 - £250,000												
£250,001 - £300,000												
£300,001 - £350,000												
£350,001 - £400,000												
£400,001 - £500,000												
£500,001 - £1,000,000												
£1,000,000 +												

**Total number of units to be quoted for**

**Total =**

**Total estimated sale price**

**Total =**

**Total estimated reconstruction cost**

**Total =**

**Number of storeys:**

Above ground level

Below ground level

**Number of individual separate blocks making up the development**

(A separate block is deemed to be an individual building or structure, containing a number of units which does not rely on any other building or structure to sustain and transmit combined loads safely to the ground)

If Other has been ticked on the previous page, please give details:

**Signed**

**Name**

**Date**

**For and on behalf of**

**Please return this form to:**

MD Insurance Services Ltd. Haymarket Court, Hinson Street, Birkenhead, Wirral, CH41 5BX.

Tel: 0151 650 4343 Fax: 0151 650 4344 E-mail: [enquiries@premierguarantee.co.uk](mailto:enquiries@premierguarantee.co.uk)

The form has been completed by Premier Guarantee on my behalf, I confirm I have checked the information and it is correct.

**Signed**

**Name**

**Date**

**For and on behalf of**



Haymarket Court | Hinson Street | Birkenhead | Wirral | CH41 5BX

**T** 08444 120 888 | **F** 08444 120 333 | **E** [info@premierguarantee.co.uk](mailto:info@premierguarantee.co.uk) | **W** [www.premierguarantee.co.uk](http://www.premierguarantee.co.uk)

MD Insurance Services Ltd is the Scheme Administrator for the Premier Guarantee range of structural warranties.  
MD Insurance Services Ltd is authorised and regulated by the Financial Services Authority.