

**RETAINED PROPERTY**

<b>EXTERNAL</b>
<b>General Notes</b>
All works to comply with Department Of Housing and Works specifications, architects colour scheme or garden architects plans
<b>FRONT YARD</b>
<b>Garden Maintenance</b>
General clean up and removal of rubbish
Stumps from removed trees must be below the ground level
Top dress and aerate lawn
No green waste to go in the skip bins
Allow to remove all of the rubbish
High Pressure clean the driveway
New cross over and replace cracked panels allow to replace with coloured concrete. (about 36m <sup>2</sup> )
<b>Fencing Contractor (please read the specs on the mpmwa.com.au web site before commencing work)</b>
New single gate and panel to side of house 1800
<b>Maintenance</b>
Provide new letter box and numbers (check with supervisor for position)
<b>Plumber</b>
Move any free standing taps against the house connect any existing or new down pipes to the storm water system
<b>Back Yard</b>
<b>Garden Maintenance</b>
General clean up and removal of all rubbish
Cut and edge all grass
Service the hoist
Ground to be left even and level
Remove the internal fencing
Move the existing cloths hoist so that it can be reached from the existing concrete
Patch the holes in the existing concrete to match
Remove the big pile of grass at the rear of the yard
Remove all of the shrubs except for the lemon tree
<b>Plumber</b>
Move any free standing taps against the house connect any existing or new down pipes to the storm water system

<b>House</b>
<b>House External</b>
<b>Electrician ( please not underlined item)</b>
<u>Leave the front security sensor light</u>
Check that all of the lights are in good working order if not replace
1 new circuits breaker with separate R.C.D M.C.B protection for power circuits and R.C.D M.C.B protection for light circuit
1 main earth check is in good working order if not rectify as required
Earthing for all existing light points
Safety check and mega test installation
Allow to supply and fit new globes for all new and existing fittings
1 light switch under car port fit weather proof H.P.M 616 light fitting and have it two way switched with front light inside if not existing and in good working order
Provide smoke alarms to comply with by laws
External Light Points. Light points are to be supplied to the front, rear and carport and shall be incandescent waterproof light fittings.
<b>Brick Cleaner (if brick)</b>
Light acid clean the external walls
<b>Painter</b>
All previously painted surfaces
Front veranda
Meter box inside and out
Paint all of the roof stacks pipe vents est. on the roof
<b>Roof restorers</b>
Full roof restoration and new colour bond gutters and down pipes including those on the carport (connect to storm water if available) if required
Check the flashings tot eh carport and the rear veranda all to be in good working order
<b>Maintenance</b>
Fix or replace all damaged facia, bargeboard or eaves linings
Replace missing cover batons
Fix or replace Scotia from eaves
Fix tile fillets from side of house
Remove any old brackets, nails or any other obsolete fixtures
<b>Plumber</b>
Relace the floor waste flaps if in poor condition
Fix any loose pipe work from any where around the house
Re- root any pipes that run over the verandas or steps
All grills over any DG or any other out let must be good condition and replace any that are missing
Fix any cracked or broken DG or any other pipe connections
Allow for concrete spoon drains to all down pipes that are not piped away

<b>House Internal</b>
<b>Insulation</b>
Insulate the ceiling space as per the Homes West Spec
<b>Maintenance</b>
Remove any old brackets, nails, screws or any other unwanted fixtures
If timber floors, all of the quad must be removed and new timber quad to be fitted after the floor has been polished
Doors to operate correctly
Door furniture is only to be replaced if it's not working properly or looks daggy (including that on the cupboards)
Remove all the old floor coverings
Solid rubber door buffers through out (New if necessary)
All external doors must have deadlocks with snibs and latch sets that don't interfere with barrier doors
Provide man whole covers if needed
All cupboards to be in good working order inside and out
Rear door to have a raven RP4
Timber windows to operate correctly
Ceilings to be in a condition which will stand the added weight of insulation
New front and rear doors to be solid
Replace all of the doors flush panel except front right bedroom door as it is to remain
Replace all door furniture not have locks
<b>Electrician (please note underlined item)</b>
<u>Leave the ceiling fan but check that it is all ok please</u>
Replace light switches that are cracked, faulty, broken, painted or badly faded
Replace all GPO's with doubles
Provide globes for all light fittings
Replace all of the light fittings with baton holders with hats
Provide a GPO no more than 1 meter from the gas out let
<b>Glazier</b>
To re wire all fly screens
Replace any cracked chipped or missing glass
Locks on sliding doors must be of a high working standard
Provide winders and screens to any suitable windows
Any window without security grills must have key locks
Any mirrors inside of cupboards must be in good condition and secured correctly
All aluminium widows and doors to be in good working order, damaged or missing components are to be replaced
<b>Painter</b>
To paint all previously painted surfaces and any new as specified and any built in cupboards inside and out
<b>Floor sander</b>
Sand and coat all exposed timber floors with three coat polyurethane system including the kitchen
<b>LOUNGE</b>
<b>Maintenance</b>
Remove the carpet

<b>ELECTRICIAN</b>
Remove the existing light fitting and have a baton holder just inside the front door
<b>KITCHEN</b>
<b>Tiler</b>
Silicon around bench tops
<b>Electrician</b>
Replace single power points new fluoro
<b>Bathroom</b>
<b>Maintenance</b>
Remove the following items <ul style="list-style-type: none"> <li>• Vanity and basin not wall cupboard</li> <li>• Central ceiling vent then patch ceiling</li> <li>• All wall tiles and strip out shower</li> </ul>
Grab rail to go back on at second fix
Provide new towel rail ( at the second fix stage )
Allow to rebuild the bath up-stand if bath is being moved
<b>Electrician</b>
1 single 18w fluoro with diffuser and 10" exhaust fan switched separately in bathroom
Must be one double GPO
<b>Tiler</b>
Waterproof the bath and shower area's
Around the bath as per the specs
Ledge and face of bath
Supply and fit cover strip for edge of tiles
All work is supply and fit
<b>Tile Skirting</b>
Retile the floor
Raise the height of the wall tiles to the same height as the top of door architrave
New grill to shower
<b>Plumber</b>
Supply a basin taps, nozzle and fit
Raise the height of the shower rose
<b>Glazier</b>
Make the shower screen 1800 from the floor height not the shower floor
<b>Cabinet maker</b>
Make and fix vanity unit free standing 900 x 600 (basin supplied by others)

8500 22A North St Scope

<b>Painter</b>
Vanity to be varnished
<b>Bath Recoater</b>
Bath
<b>Toilet</b>
<b>Maintenance</b>
Remove all of the skirting tiles
Provide a new toilet roll holder (at second fix stage )
Remove any old vents in the ceiling and patch the holes
<b>Plumber</b>
Remove pan, seat flush pipes and replace with new as specified
<b>Glazier</b>
New fly wire to the window
<b>Laundry</b>
<b>Maintenance</b>
Remove any old vents in the ceiling and patch the holes
<b>Cabinet maker</b>
Linen cupboard to Homes West Standard Spec
<b>Plumber</b>
New grill for floor waste
Supply and fit new taps
If the steel trough and cabinet is rusty replace
Leaky tap to be checked
<b>Glazier</b>
Security grill to window and winder
<b>Electrician</b>
Replace washing machine switch with double GPO vertical check that it is in the right position
<b>Tiler (if floor tiles are to be used they must be non slip as per spec)</b>
Run 1 tile high skirt throughout both toilet and laundry and the floor through out both