

## Purchase Procedures Information Sheet

### 1. Frequently asked questions

#### 1.1. Q: What is a DA and BL?

- 1.1.1. A DA is a Development Approval, that involves an application under the Town Planning Act of each shire, town, or city where the property is located.
- 1.1.2. A BL is a Building Licence issued by the same authority, which certifies that the building meets the Building Codes of Australia, Australian Standards, and various other industry board marks, and is able to be erected on the site.

#### 1.2. Q: Who will organise a DA?

- 1.2.1. It is the responsibility of the purchaser to employ qualified persons, such as town planners, architects or designers to obtain a DA.
- 1.2.2. Perrinepod Pty Ltd is not responsible for obtaining a development approval.
- 1.2.3. Perrinepod Pty Ltd is associated with Perrine Architecture Pty Ltd and the purchaser may engage Perrine Architecture Pty Ltd under it's normal engagement terms to obtain a DA. This is merely an option, and purchasers may engage architects or planners of their choice.

#### 1.3. Q: Who will organise a BL?

- 1.3.1. For single Perrinepod's, Perrinepod Pty Ltd will obtain the building licence. For multiple Perrinepod's, Perrinepod Pty Ltd will provide information to the purchasers architects which will allow for a building licence to be obtained. This will include independent certification of the Perrinepod's by Milestone Building Compliance in respect of BCA compliance.
- 1.3.2. As with the DA, the purchaser may engage Perrine Architecture, in the case of multiple Perrinepod's, to undertake independent architectural services, which are separate to any agreement in respect of supplying Perrinepod's.

#### 1.4. Q: How does the appointment of consultants happen?

- 1.4.1. The purchasers may discuss with the sales consultants, the process for engaging Perrine Architecture, or other architects or consultants to undertake the above processes.

#### 1.5. Q: How much does the DA process cost?

- 1.5.1. The cost of obtaining a planning approval is dependant upon the value of the proposed development, and varies significantly from authority to authority. The purchaser should make their own initial enquires in respect of such cost with the local authority.

1.6. Q: If the purchaser uses consultants other than Perrine Architecture, what does Perrinepod supply in respect of the DA and BL process?

1.6.1. Perrinepod provides generic drawings of the Perrinepod. Perrinepod will not provide electronic drawings of the Perrinepod. Perrinepod will supply Milestone BC BCA assessment and compliance certificates for energy.

1.6.2. Any consultant other than Perrine Architecture will be required to sign Perrinepod Pty Ltd's confidentiality agreement prior to being provided with Perrinepod documents.

1.7. Q: What is the purchaser's responsibility in respect of site preparation?

1.7.1. The purchaser must provide to Perrinepod Pty Ltd geotechnical information (usually supplied by a civil engineer), in respect of the soil conditions on their site. We require soil resistance of 20 kilopascals per cm sqm (kpa) to depth of 500 mm from the topsoil and if the resistance is not 20kpa we may be able to modify our structure at the Purchaser's cost (but it may be that we cannot do so and certify the product and if that were to be the case, we would therefore decline the project).

1.7.2. Whilst general information is sufficient at the initial stages of enquiry, no binding supply cost can be provided by Perrinepod without the receipt of this geotechnical information. Purchasers may discuss with the sales consultant various civil engineers who may be available to provide this information to the purchaser.

1.7.3. Once Perrinepod provides a supply cost to undertake the project, it will have factored in the relevant geotechnical information and soil conditions, and any cost provided by Perrinepod Pty Ltd to supply and erect Perrinepod is inclusive of all necessary site preparation.

1.8. Q: How does the purchaser assess the suitability or optimum layout for Perrinepod's on their site?

1.8.1. When the purchaser makes an enquiry to the sales consultant, the purchaser may provide to the sales consultant site information (in DWG format), including exact site dimension and levels, and natural features (this is an electronic drawing, usually referred to as a 'site survey', prepared by a licenced surveyor). The site survey must be inclusive of all levels, boundaries, services, trees etc. A portion of the land survey is not of any use, what we require is known as a "Feature Survey" and all surveyors know what this means.

1.8.2. Upon receipt of this information, Perrinepod Pty Ltd, will prepare at no cost to the purchaser, a general schematic layout showing a possible option for laying out the Perrinepod's on the site.

1.8.3. This information will be generalised and is not intended to be of a nature which could be used for either a DA or BL, but is only intended to give a broad understanding of the site's ability to accept a particular Perrinepod layout.

1.8.4. Without the site survey, Perrinepod is unable to provide accurate options for the placement of Perrinepod's on the site.

1.9. Q: At what stage may the purchaser expect a supply cost for a Perrinepod solution on the site?

1.9.1. Subject to the receipt of the above information, and clarifications, Perrinepod Pty Ltd would be in a position to provide an indicative supply cost to the purchaser within 48 hours.

1.10. Q: What services is the purchaser responsible for when ordering a Perrinepod?

1.10.1. Each quote provided by Perrinepod will factor in the connection to electricity, water, sewage, and telecommunications. The purchaser is required to provide to Perrinepod the location and nature of the existing services on the site, prior to Perrinepod providing a binding quote. This should form part of the information within the site survey.

1.11. Q: What are indicative costs associated with the process noted above?

1.11.1. Site survey: Generally \$300 – \$400 for a normal suburban block

1.11.2. Geotechnical report: \$1,200 – \$1,500 for a normal suburban block

1.11.3. Site preparation: Included in the Perrinepod formal quotation

1.11.4. Initial drawing to see if the Perrinepod's will fit on their site: \$Nil

1.11.5. DA application: Approximately \$462 in CBD

1.11.6. BA application: Approximately \$802 in CBD

1.11.7. Site compaction: Included in Perrinepod cost

1.12. Q: Who can I contact regarding a site survey and geotechnical information?

1.12.1. If you do not know of any consultants, you may call any of the following to assist you. Please note: None of these companies have any affiliation with Perrinepod Pty Ltd and their contacts are provided only to assist you.

1.12.1.1. Site Survey:

Whelans: 08 9443 1511

Tuscom Subdivision Consultants: 08 9316 8388

1.12.1.2. Geotechnical:

Western Geotechnics Pty Ltd: 1300 781 744

MPA Williams & Associates Pty Ltd: 9361 4664

## 2. The process

2.1. Initial enquiry and discussion

2.2. Buyer completes registration of interest and pays fee

- 2.3. The buyer: provides Perrinepod Pty Ltd with site survey drawing and geotechnical information, and location and nature of existing services.
- 2.4. Perrinepod Pty Ltd initiates conceptual sketch to determine what is possible on the site
- 2.5. Perrinepod Pty Ltd provides indicative supply cost
- 2.6. Purchaser decides to either appoint Perrine Architecture or independent consultants to undertake DA and/or BL. Where independent consultants are appointed by the purchaser to provide BL drawings, the final execution of the contract between Perrinepod and the purchaser will be subject to Perrinepod Pty Ltd assessing the final BL drawings and final Council approvals.
- 2.7. From our general schematic layout, we can then provide a supply cost including transport and erection
- 2.8. Once price is agreed, contracts can be entered into
- 2.9. Town planner or architect appointed by the buyer
- 2.10. If contracts "subject to" then conditions need to be fulfilled. For example:
  - 2.10.1. Subject to DA
  - 2.10.2. Subject to BL
- 2.11. DA and BL applications begin
- 2.12. Once the contract is unconditional, the construction of the Perrinepod's begins.

### 3. Payment

The following process for payments will apply:

- 3.1. Deposit
  - 3.1.1. Within 7 days from the date of agreement of the contract that is entered into, the buyer shall pay an amount equal to 10% of the Supply Cost (plus GST) to Perrinepod Pty Ltd
- 3.2. Instalments
  - 3.2.1. Instalment 1: Once the contract has become unconditional, the buyer shall pay the 1st instalment based upon 40% of the supply cost (plus GST)
  - 3.2.2. Instalment 2: Upon Completion of the production of the Perrinepod's, and prior to the transportation of the Perrinepod's to the buyer's site, the buyer shall pay the 2nd Instalment based upon 40% of the supply cost (plus GST)

3.2.3. Instalment 3: Upon completion of erection on site and connection of services, the buyer shall pay the 3rd Instalment based upon 10% of the Supply Cost (plus GST). This constitutes the final instalment.

#### 4. Notes

4.1. The client should not lobby for the product

4.2. All payments are to be made by bank cheque unless otherwise agreed

4.3. If the contract is subject to finance approval to the buyer, the buyer's bank must provide a letter to Perrinepod Pty Ltd confirming when finance approval has been granted and outlining any conditions upon which finance has been granted.