

Residential Builders' Warranty Certificate Reprint Request



Section 1 - Certificate information

Builder Name		Contact Phone Number
<input type="text"/>		<input type="text"/>
Domestic Licence No	Certificate / Policy Number	Name of Insurer
<input type="text"/>	<input type="text"/>	<input type="text"/>
Site address (include Lot Number of property if known)	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 2 - General Information

Owner's Name		Year of construction
<input type="text"/>		<input type="text"/>
Contact Phone Number	Fax Number	Email address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Owner's Postal Address	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Please explain the reason for this request below		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		

Section 3 - Declaration

Declared by (name of Owner)	For and on behalf of	Signature	Date (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 4 - Certificate Reprint Fee - A fee of \$82.50 (Inc. G.S.T.) is payable on submission of this request form.

Certificate reprints are subject to an Administration Fee of \$82.50 (incl. GST). Paying by cheque: please make payable to HIA Insurance Services. Paying by Credit Card: Please enter your credit card details in the section below. Credit card transactions will incur a surcharge of 1% for VISA and Mastercard and 2.75% for AMEX, which will be added at the time of payment processing. We do not accept personal or company cheques.

Credit Card Type: <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa <input type="checkbox"/> AMEX	I authorise the fee / premium of \$82.50 to be deducted from my nominated credit card.		
Card Number	CCV Number	Card Expiry (mm/yyyy)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name on Card	Signature	Date (dd/mm/yyyy)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

To the extent permitted by law, we may correspond with you by electronic communication unless you instruct us not to do so (and vice versa). Electronic communications, such as emailed credit card information are not always secure and they may be read, copied or interfered with in transit. We are not responsible for any of the risks associated with electronic communication.

PRIVACY STATEMENT

HIA Insurance Services Pty Ltd ('HIAIS') is committed to protecting your personal information in accordance with the Australian Privacy Principles under the Privacy Act 1988 (Cth). We collect, use and disclose personal information to offer, promote, provide, manage and administer the many financial services and products we and our group of companies are involved in, as set out in the [HIAIS Privacy Notice](#).

Unless we hear from you otherwise, through the means set out in the [HIAIS Privacy Notice](#), we will assume that you have read the [HIAIS Privacy Notice](#) and you have no objection to us handling your personal information in the manner set out in this notice (which includes contacting you to promote our products and services we think may be of interest to you).

A copy of the [HIAIS Privacy Notice](#) can be located on our website www.hiainsurance.com.au

OFFICE DETAILS

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