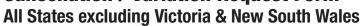
Residential Builders' Warranty Certificate Cancellation / Variation Request Form





Section 1 - Certificate information				
Builder Name		Contact Phone Number		
Danielia Lianza Na	M. orah an	Name of Income		
Domestic Licence No Certificate / Policy	Number	Name of Insurer		
Site address (include Lot Number of property if known)		State	Postcode	
Section 2 - Certificate Cancellation				
Cancellation of a certificate can only be made if the				
if a deposit has been paid, it has been refunded les	ss all agreed costs. A letter of statutory decial	ration signed by both the owner an	d the builder stating that:	
a) No works have commenced on siteb) There are no disputes between the relevant parties, and				
c) No monies are owed to either party in relation to the contract.				
Please note: On cancellation a refund cheque will be issued to the builder excluding the original certificate administration fee.				
Section 3 - Certificate Variations				
Contract Variations				
If there is a variation to the contract exceeding the origin	nal contract price by 20% a copy of the building cor	tract incorporating the variations must	be provided. Please note an	
additional premium may be required.				
Change of Building works				
If there is a change to the type of building work as stated in the original contract please provide a copy of the building contract including the change of building works.				
Certificate Typing Errors				
If there is a typing error on your certificate all copies of the certificate must be returned before replacements can be issued. A copy of the contract may also be required. Please list the correction below:				
list the correction below:				
Change of Site Address				
If there is or will be a change to the street or lot number and the actual site remains unchanged we will require a copy of the contract and proof of the change of address ie. a copy of the annual council rates notice or the council rates instalment notice. All original certificates must be returned before replacements can be issued.				
Other Variations				
Please provide a written explanation as to the variation.				
riodos provido a viritori explanation de le une variation.				
Section 4 – Declaration				
Declared by (name of Owner/Director)	For and on behalf of S	ignature	Date (dd/mm/yyyy)	
Section 5 – Privacy Statement				
HIA Insurance Services Pty Ltd ('HIAIS') is committed to protecting personal information to offer promote, provide, manage and admir				
Unless we hear from you otherwise, through the means set out in t	he HIAIS Privacy Notice , we will assume that you have read	the HIAIS Privacy Notice and you have no ol	-	
information in the manner set out in this notice (which includes co A copy of the HIAIS Privacy Notice can be located on our website		may be of interest to you).		
Section 6 – Certificate Variation Fee				
Certificate Variations are subject to an Administration Fe	ee of \$82.50 (incl. GST) in addition to any additiona	I premium charged by the Insurer Pa	ving by cheque: please make	
payable to HIA Insurance Services. Paying by Credit Card				
the current card payment/interchange fees please				
the total premium payable and obtain authorisation to de	duct the amount from your credit card.			
I authorise the fee / premium of	to be deducted from my nominated c	redit card.		
Credit Card Type Card Number		CCV Number Car	d Expiry (mm/yyyy)	
Mastercard Visa AMEX				
Name on Card	Signature	Date	e (dd/mm/yyyy)	
namo on ouro	Oignature	Date	(da/iiii/yyyy)	
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				
	• •	,	•	
To the extent permitted by law, we may correspond with as emailed credit card information are not always secur electronic communication.	• •	,	-	

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