

FLOORING INSTALLATION APPLICATION



TIMBER / TILES / CARPET

Prior to any works commencing, Application must be made in writing to the Owners Corporation Manager and permission given by the Owners Corporation. No structural changes to the building will be consented to. The lot owner must have Owners Corporation permission prior to any installation. This is achieved by carefully reading the following, ticking each circle to indicate your agreement with the conditions and return the completed form to our office.

Please allow 14 business days for approval.

Please supply the product data sheet or test certificates indicating:

The Critical Radiant Flux of the proposed final product including underlay is greater than CRF 2.2 in accordance with the National Construction Code.

The Acoustic properties of the proposed laid final product including underlay is less than 62 dB in accordance with the National Construction Code.

Please also supply the following documents:

Copy of contractors Public Liability Insurance

Contact details of your contractors

IF PERMISSION TO PROCEED WITH THE WORKS IS GIVEN:

Applicant will be advised of the consent in writing and Applicant must comply with, but not limited to, the following:

- Concierge or Building Managers are to be advised when the scheduled works are due to take place, as smoke detectors may be required to be isolated to avoid a false alarm that may be triggered by debris and possible dust. If a false alarm is triggered, as the lot owner, you will be responsible for the Melbourne Fire Brigade call out costs which may exceed \$2,500. If no Concierge or Building Manager exists, it is your responsibility to ensure that you utilise the services of the buildings fire safety contractor to isolate and de-isolate the smoke detectors on you floor.
- Ensure contractors' compliance with statutory provisions relating to work safety (OH&S) and risk mitigation (insurance requirements). You need to review the contractors Safe Work Method Statement (SWMS) or Job Safety Analysis (JSA)
- All work is undertaken in strict accordance with the application.
- Tradesmen and contractors are supervised at all times while on site and during ingress and egress over and across the Common Property
- No storage (temporary or otherwise) of supplies or materials is permitted on Common Property.
- The use of lifts must be booked through Concierge/ Building Manager at least 48 hours prior and all precautions must be taken to avoid damage to common property.

- And if consented to, indemnify the Owners Corporation against all and any claims including and not limited to personal injury, death or product damages as a consequence of the proposed works being performed by the Applicant, its contactors including sub- contractors, agents, consultants etc.
- Any damage caused to common property or common services during the installation process will be made good by the Owners Corporation and charged to the lot owner.
- The area of installation must be thoroughly cleaned and all debris/packing material etc. to be removed from site. The Owners Corporation rubbish bins and recycle bins are not to be used for this purpose.
- At least two (2) business days prior to commencement of works, the lot owner must advise the Owners Corporation Manager (MICM) when the works are scheduled to commence and the expected duration of the works.

With my signature below, I accept and will comply with the terms mentioned above.

First Name Last Name
Lot No Unit No
Full Property Address
Signature Dated

Completed form must be returned to

MICM

178 CITY ROAD,
SOUTHBANK VIC 3006

Or email

ocadmin@micm.com.au

Please note

Please allow 14 business days for approval before proceeding with Installation.

M I C M