

Claim: CLM/2016/005357

| LC: EQK | Clmt: KIERAN STEELE | DoL: 14/02/2016 | St: Closed | EQC CM: Shweta [REDACTED] | Grp: Feb 2016 Event - Team Three | LA: Eric Dann

Apartment/Unit Number  
 Street Name  
 Suburb  
 Town/City  
 Postcode  
 TLA  
 Country  
 Additional Address Details

HOON HAY ROAD  
 HOON HAY  
 CHRISTCHURCH  
 8025  
 CHRISTCHURCH CITY  
 New Zealand

**Claimant(s) and Primary Contact**

Claimant  
 Secondary Claimant  
 Primary Contact  
 Relationship to Insured

KIERAN STEELE  
 MEMNA HARRIES  
 KIERAN STEELE  
 Self

**Flag Details**

Flagged  
 Date Flagged  
 Reason for Flag

Never flagged

**Damage To...**

Floors  
 Ceilings  
 Outbuildings

Yes  
 Yes  
 Yes

**Snapshot: Contacts**

Name	Roles	Contact Prohibited?	Phone	Address	City	TLA	Postcode
KIERAN STEELE	Insured, Main Contact	No		3/161 HOON HAY ROAD	CHRISTCHURCH CITY	CHRISTCHURCH CITY	8025
MEMNA HARRIES	Secondary Claimant	No		3/161 HOON HAY ROAD	CHRISTCHURCH CITY	CHRISTCHURCH CITY	8025

Claim: CLM/2016/005357

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**Snapshot: Notes**

[Empty text box for notes]

**Snapshot: Documents**

[Empty text box for documents]

**Snapshot: Insurance Info**

**Building/Land Insurance Information**

Insurance Company	Westpac (Lumley Group)
Branch	
Broker/Agent	
Policy/Client Number	1000169440
Property Type	Main home
Name house insured in	K Steele and M Harries
Notes	

**Contents Insurance Information**

Insurance Company	
Branch	
Broker/Agent	
Policy/Client Number	
Name contents insured in	
Notes	



## Statement of Claim

**Claim Number:** CLM/2016/005357  
**Damage Address:** 3/161 Hoon Hay Road, Hoon Hay, Christchurch 8025  
**Claimant:** Kieran Steele

### Internal Damage Items

Item	Event Damage?	Description
Lounge	Yes	3.2 x 5.2, stud 2.4 - 3.5   (Open to Dining) Ceiling (painted) rafters cracking to fill to top and to side, 3.4M + 0.3M x 2. Door to garage - customer has placed weather seal to keep out wind, explained needs striker adjustment.
Dining Room	Yes	2.1 x 2.8, stud 2.4   Pile adjustment carpeted x 2.
Kitchen	Yes	2.8 x 3.6, stud 2.4   Window surround cracking 4.9LM. Wall crack to window head (left hand side) 0.1. Painted 5.7 x 1.2M.
Family Room	No	
Bedroom 1	Yes	Master Bedroom: 3.3 x 3.7, stud 2.4   Cracking to alcove ceiling and where head hits wall 2.6LM. Paint wall 3.7 x 2.4, 1.7 x 1.4. Paint ceiling 0.5 x 1.0M. Door handle - reattach and repair varnished door.
En Suite	No	
Bedroom 2	Yes	2.8 x 3.3, stud 2.4   Window surround separation to mitre 5.8LM. Door catching to top - ease. Gap fill 0.6LM. Paint wall 2.8 x 2.1.
Bedroom 3	No	
Bedroom 4	No	
Bathroom	Yes	1.8 x 3.0, stud 2.4   Window surround cracking to mitre 4.5LM.
Toilet 1	Yes	0.9 x 1.8, stud 2.4   Window sill cracking 2.9LM.
Toilet 2	No	
Office/Study	No	
Rumpus	No	
Entry/Hall(s)	No	
Stairwell	No	
Laundry	No	
Other #1	Yes	Garage: 6.4 x 6.6, stud 2.4   Crack to ceiling 6.4LM. Crack to concrete floor 3.2LM + 9.8LM. Garage door lock was adjusted, now locks.
Other #2	No	
Other #3	No	

### External Damage Items

Item	Event Damage?	Description
Roof	No	
External Walls - North	No	
External Walls - South	No	
External Walls - East	No	
External Walls - West	No	
Decks	No	
Chimney - Base	No	
Chimney - Ceiling Cavity	No	
Chimney - Above Roof	No	
Chimney - Fireplace	No	
Foundations	No	
Piling	No	
Services	No	
Other Dwelling Items	No	
Outbuildings	No	
Land & Retaining Walls	No	

## Statement of Claim Checklist

Date: 17/08/2016 Claim Number: CLM/2016/005357  
 Author: Shweta [REDACTED] Claimant: KIERAN STEELE  
 Situation of Loss: 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH  
 8025  
 Loss Adjuster: Estimator:

## Internal Damage Items

Room	Damage	Walls	Ceiling	Floor	Description of Damage	Estimate
Lounge	Yes	Y	Y	N	3.2 x 5.2, stud 2.4 - 3.5  (Open to Dining) Ceiling (painted) rafters cracking to fill to top and to side, 3.4M + 0.3M x 2. Door to garage - customer has placed weather seal to keep out wind, explained needs striker adjustment.	
Dining Room	Yes	N	N	Y	2.1 x 2.8, stud 2.4  Pile adjustment carpeted x 2.	
Kitchen	Yes	Y	N	N	2.8 x 3.6, stud 2.4  Window surround cracking 4.9LM. Wall crack to window head (left hand side) 0.1. Painted 5.7 x 1.2M.	
Family Room	No	N	N	N		
Bedroom 1	Yes	Y	Y	N	Master Bedroom: 3.3 x 3.7, stud 2.4  Cracking to alcove ceiling and where head hits wall 2.6LM. Paint wall 3.7 x 2.4, 1.7 x 1.4. Paint ceiling 0.5 x 1.0M. Door handle - reattach and repair varnished door.	
En Suite	No	N	N	N		
Bedroom 2	Yes	Y	N	N	2.8 x 3.3, stud 2.4  Window surround separation to mitre 5.8LM. Door catching to top - ease. Gap fill 0.6LM. Paint wall 2.8 x 2.1.	
Bedroom 3	No	N	N	N		
Bedroom 4	No	N	N	N		
Bathroom	Yes	Y	N	N	1.8 x 3.0, stud 2.4  Window surround cracking to mitre 4.5LM.	
Toilet 1	Yes	Y	N	N	0.9 x 1.8, stud 2.4  Window sill cracking 2.9LM.	
Toilet 2	No	N	N	N		
Office/Study	No	N	N	N		
Rumpus	No	N	N	N		
Entry/Hall(s)	No	N	N	N		
Stairwell	No	N	N	N		
Laundry	No	N	N	N		
Other #1	Yes	N	Y	Y	GARAGE: 6.4 x 6.6, stud 2.4  Crack to ceiling 6.4LM. Crack to concrete floor 3.2LM + 9.8LM. Garage door lock was adjusted, now locks.	
Other #2	No	N	N	N		

Other #3	No	N	N	N						
									Total	\$0.00

**External Damage Items**

Item	Event Damage	Description of Damage	Appoint Engineer	Estimate						
Roof	No		N							
External Walls	North		N							
External Walls	South		N							
External Walls	East		N							
External Walls	West		N							
Decks	No		N							
Chimney	Base		N							
Chimney	Ceiling Cavity		N							
Chimney	Above Roof		N							
Chimney	Fireplace		N							
Foundations	No		N							
Piling	No		N							
Services	No		N							
Other Dwelling Items	No		N							
Outbuildings	No		N							
Land & Retaining Walls	No		N							
									Total	\$0.00

**Scope of Works**

Claim Number	CLM/2016/005357	Damage Location	3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025
Claimant	KIERAN STEELE	Reviewed by	Shweta [REDACTED]
SOW Status	Approved	Reviewed on	17/08/2016
Main Contact	KIERAN STEELE	Contact Address	3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025
P & G Rate	8.0%	Edited by	Shweta [REDACTED] 17/08/2016
Margin Rate	10.0%		

**Summary**

Base Total	\$6,243.87
P & G	\$0.00
Margin	\$0.00
GST	\$936.58
Total inc GST	\$7,180.45

**Elements**

#	Element type	Description	Total Cost	Approved
1	Other	As costed on Scope of Works on 12/08/2016	\$7,180.45	Yes

**Element 1**

Land/Building	Building	Base Cost	\$6,243.87
Element Type	Other	P & G	\$0.00
Description	As costed on Scope of Works on 12/08/2016	Margin	\$0.00
Repair Strategy	As costed on Scope of Works on 12/08/2016	GST	\$936.58
Approved?	Yes	Total Cost	\$7,180.45

**Line Items**

*All measurements are in metres.*

#	Description	Unit	Length	Breadth	Depth	Quantity	Include P&G?	Include Margin?	Rate	Cost	Include in Total?	P & G	Margin	Total Cost
1	As costed on Scope of Works on 12/08/2016	Each	-	-	-	1.00	No	No	\$6,243.87	\$6,243.87	Yes	\$0.00	\$0.00	\$7,180.45

0800 DAMAGE (0800 326 243)

17 August 2016

Mr Kieran Steele and Ms Menna Harries  
 3/161 Hoon Hay Road  
 Hoon Hay  
 Christchurch 8025

Dear Mr Steele and Ms Harries,

Your claim: CLM/2016/005357  
 Insured name: Kieran Steele  
 Damage address: 3/161 Hoon Hay Road, Hoon Hay, Christchurch

On 01 August 2016 we assessed your claim for natural disaster damage to your property on 14 February 2016. The status of your claim today is shown below.



Your assessment has now been reviewed and completed. We are pleased to advise you that your claim is finalised and will be cash settled.

The table below outlines how your payment has been calculated. If you believe there are outstanding aspects of your claim, please contact us as soon as possible to discuss.

Item	Amount	Excess deducted	Balance
Dwelling	\$7,180.45	\$200.00	\$6,980.45
Total payment incl GST:			\$6,980.45

Your payment method is: Cheque

**Payment by cheque**

The payment cheque will be sent separately to this letter.



### Supporting documents

Enclosed with this settlement advice letter are some documents to explain how EQC calculated your settlement amount. These documents are:

- Statement of Claim
- Scope of Works for repair

### Excess deducted

Excess is the amount payable by you for each claim lodged with EQC and is the uninsured portion of your loss. Excess calculations can be found in the *Householders' Guide to EQCover*. This can be found on the EQC website. If you do not have access to the Internet, please contact us at the number below to arrange a copy to be posted to you.

### Asbestos testing

Your enclosed scope of works for repair highlights the areas of identified earthquake damage and the strategies to repair that damage. Due to the age of your house and or the construction materials there maybe the possibility of disturbing asbestos during the repair and therefore we have made an allowance for this asbestos testing.

If the tests show there is no asbestos present, then there is nothing more you need to do as your cash settlement will not be affected. If the tests show asbestos is present, then you will need to provide EQC with a copy of the asbestos test certificate along with your claim number. EQC will review your cash settlement amount to ensure there is provision for any additional repair costs due to the presence of asbestos.

You can find information about asbestos and testing by visiting [www.asbestosaware.co.nz](http://www.asbestosaware.co.nz). If you do not have internet access and would like information about asbestos testing, please contact us on the phone number at the bottom of this letter.

### Your obligations

By accepting this payment from EQC, you are confirming your previous declaration that the claim information that you submitted is true and accurate and that you have not withheld any material information. Please inform EQC if you are or become aware that the claim information you provided is no longer accurate or you have new information.

### What to do with your payment

It is important that the payment is used for the purpose of repair or replacement of damaged property. In some circumstances, your future entitlement to EQC cover may be affected if your payment is not used for this purpose.

If you believe there are outstanding aspects of your claim, please contact us. Accepting your settlement payment does not affect your current or any future entitlements.

### Your feedback

Your feedback on your experience with our claims process is important to us. If you have provided us with your email address we will send you a short survey. If you haven't provided us with an email address and would like to participate in the survey you can call us on the number below.



**How to contact us**

You can contact us by email [info@eqc.govt.nz](mailto:info@eqc.govt.nz) or call 0800 DAMAGE (0800 326 243). If you are calling from overseas, please use +64 4 978 6400. Our contact centre operating hours are 7am - 9pm Monday through Friday and 8am - 6pm Saturday.

Yours sincerely



Trish Keith  
General Manager, Customer and Claims



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From: Kieran Steele  
Sent: Sunday, 14 August 2016 11:42:22 a.m. (UTC+12:00) Auckland,  
Wellington  
To: Claims  
Subject: CLM/2016/005357 - 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH  
8025

CLM/2016/005357 - 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025

Hi there,  
I have been instructed to email a screenshot of my bank account  
information.. Please find it attached.

Account:  
K J Steele  
ANZ  
06 0665 0151778 00

Egc claim reference: CLM/2016/005357 - 3/161 HOON HAY ROAD, HOON HAY,  
CHRISTCHURCH 8025

Accounts

Transactions



Freedom

06-0665-0151778-00



Released under the Official Information Act 1982

Sent from my iPad



CLM/2016/005357

**Claim Folder**

KIERAN STEELE  
 3/161 HOON HAY ROAD  
 HOON HAY  
 CHRISTCHURCH  
 H:  
 W:  
 M: 027 -555-6979

Assessment Team:  
 Name: *Eric Dunn*  
 Name: *Yasmin Cruise*  
 Attendance: *1/8/16* Date/Time *1.10*

Customer Present:  Yes / No (if Yes - Name) *Kieran*  
 Relationship to Insured: *self*

**Hazard Information** (Compulsory) (As per Property Information screen in Claim Centre)  
*Nil*

**Property Description**  
 (As per Property Information Screen in Claim Centre)

Age	<input type="checkbox"/> <1935	<input type="checkbox"/> 1935 - 60	<input type="checkbox"/> 1961 - 1980	<input checked="" type="checkbox"/> Post 1980 <sup>97</sup>	<input checked="" type="checkbox"/> Pre 2000
Footprint	<input checked="" type="checkbox"/> Rectangular		<input type="checkbox"/> L Shape	<input type="checkbox"/> T-Shape	<input type="checkbox"/> Other
Foundations	<input type="checkbox"/> Wood Piles	<input type="checkbox"/> Concrete Piles	<input type="checkbox"/> Concrete Skirt	<input checked="" type="checkbox"/> Concrete Slab	<input type="checkbox"/> Other
Floor Construction	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other	<input type="checkbox"/> Particle Board		<input type="checkbox"/> T & G
Exterior Wall Const	<input type="checkbox"/> Brick Veneer	<input type="checkbox"/> Fibre Cement	<input checked="" type="checkbox"/> Other <i>Block</i>	<input type="checkbox"/> Stucco	<input type="checkbox"/> Weatherboard
Roof Materials	<input type="checkbox"/> Clay Tiles	<input type="checkbox"/> Concrete Tiles	<input type="checkbox"/> Metal Tiles	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Rolled Metal
Stories	<input type="checkbox"/> One	<input checked="" type="checkbox"/> Split Level (1)	<input checked="" type="checkbox"/> Two	<input type="checkbox"/> Three	<input type="checkbox"/> Other
Bedrooms	<input type="checkbox"/> No Bedroom	<input type="checkbox"/> One	<input checked="" type="checkbox"/> Two	<input type="checkbox"/> Three	<input type="checkbox"/> Four
	<input type="checkbox"/> Five or More				

**Extras**  
 Int garage/shed  Ext Garage/Shed  Carport  Paved Drive  Retaining Walls

**Other Info**  
 PREVIOUS CLAIMS:  Yes / No NUMBER OF CLAIMS ..... <sup>3</sup> .....  
 (If YES - Has previous damage been repaired?)  Yes / No (Circle) Previous Asbestos Test Yes / No  
 CLAIMS SETTLED By: Over Cap/Insurance  CHRP Opt Out Cash Settled (Circle)  
 REPAIRS COMPLETED: Yes / No If YES - Repaired for <sup>203 June</sup> ..... Years ..... Months Dwelling Built - Post Feb 2011

COMMENTS: *April 2015 have owned.*

NEXT ACTION:  
*Refer to claim manager for claim settlement.*

CLM/2016/005357

KIERAN STEELE  
3/161 HOON HAY ROAD  
HOON HAY  
CHRISTCHURCH  
H:  
W:  
M:027 -555-6979



## Appendix One – File Make Up Checklist

### File Make Up Checklist

Claim Number:

Customer Name:

- |                        |                          |
|------------------------|--------------------------|
| Documents Reviewed     | <input type="checkbox"/> |
| Plan of Action Updated | <input type="checkbox"/> |
| File Note Created      | <input type="checkbox"/> |

#### Print File

- |                     |                          |
|---------------------|--------------------------|
| Summary Information | <input type="checkbox"/> |
| Claim Labels        | <input type="checkbox"/> |

#### Complete File

- |   |                          |
|---|--------------------------|
| Printed Claim Information               | <input type="checkbox"/> |
| Assessment Documents (SOC, Cover Sheet) | <input type="checkbox"/> |
| Pathway Validation Sheet                | <input type="checkbox"/> |

#### Transfer Claim File

- |                                      |                          |
|--------------------------------------|--------------------------|
| Placed in Correct Assessor/Time slot | <input type="checkbox"/> |
|--------------------------------------|--------------------------|

CLM/2016/005357

KIERAN STEELE  
3/161 HOON HAY ROAD  
HOON HAY  
CHRISTCHURCH  
H:  
W:  
M: 027 - 555-6979



## Appendix Two – Physical Assessment Checklist

### Physical Assessment Checklist

Claim Number:

Customer Name:

#### Pre Assessment

Reviewed Assessment Time and Location

Reviewed Claim File

#### During Assessment

Greeted Customer – explain process

Completed All Assessment Documents

Explained Assessment Outcome and Next Steps

#### Post Assessment

Assessment Documents Completed

SOW Created (if needed)

Estimator Review (if needed)

Settlement Recommendation File Note Added

Claim Transferred for Upload

Activity Complete, New Activity Set

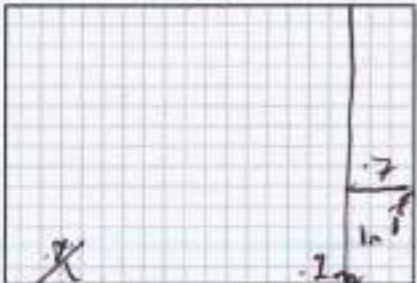


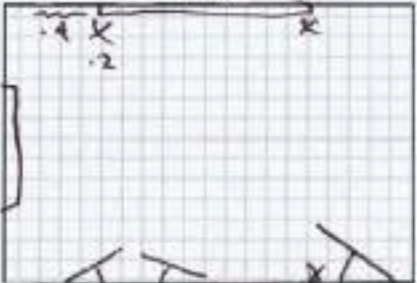
**Statement of Claim Checklist - Damage Report**

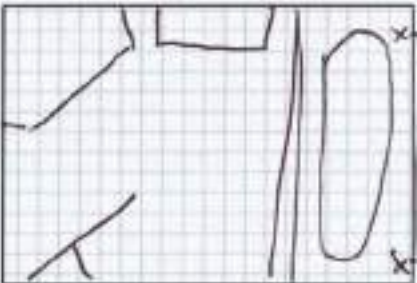
Date: 1-8-16  
 Author: Eric Dann  
 Page 1 of 2

CLM/2016/005357  
 KIERAN STEELE  
 3/161 HOON HAY ROAD  
 HOON HAY  
 CHRISTCHURCH  
 H:  
 W:  
 M: 027 -555-6979

LA: Eric Dann : Jarmin Cause

Earthquake Damage	<u>3.7</u>	ROOM: <u>master bed 1</u>
Y/N		<u>cracking to above ceiling &amp; where head hits wall 2.5Lm</u>
Y	<u>3.3</u>	<u>paint wall 3.7x2.4, 1.7x1.4</u>
		<u>paint ceiling .5x1m</u>
		<u>Door handle - reattach &amp; repair door</u>
		<u>scratched.</u>
2.4 Stud:		

Earthquake Damage	<u>3.3</u>	ROOM: <u>bed 2</u>
Y/N		<u>Windows surround separation to mtr 5.8Lm</u>
Y	<u>2.8</u>	<u>Door catching to top edge.</u>
		<u>Gap fill .6Lm paint wall 2.8x2.1</u>
2.4 Stud:		

Earthquake Damage	<u>3</u>	ROOM: <u>Bathroom</u>
Y/N		<u>Window surround cracking to mtr 4.5Lm</u>
Y	<u>1.9</u>	
2.4 Stud:		

Earthquake Damage	<u>1.8</u>	ROOM: <u>Toilet</u>
Y/N		<u>Window sill cracking 2.9Lm</u>
Y	<u>.9</u>	
2.4 Stud:		



**Statement of Claim Checklist - Damage Report**

Date: 1-8-16

Author: E Damm

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CLM/2016/005357

KIERAN STEELE  
 3/161 HOON HAY ROAD  
 HOON HAY  
 CHRISTCHURCH  
 H:  
 W:  
 M:027 -555-6979

LA: E Damm

J Couse

Earthquake Damage		ROOM: <u>Kitchen</u>
Y/N		<u>window surround cracking 4.96m</u> <u>wall crack to window head LHS 1</u> <u>panelled 5.7 x 1.2m</u>
Y	<u>2.6</u>	
2-4 Stud:		

Earthquake Damage		ROOM: <u>Lounge</u>
Y/N		<u>ceiling rafters cracking to fill to top &amp;</u> <u>to side 3.4m + 3m x 2. panelled</u>
Y	<u>3.2</u>	<u>Door to tan garage custom has</u> <u>placed weather seal to keep out wind.</u> <u>explained needs a striker adjustment.</u>
2-4-3-5 Stud:		

Earthquake Damage		ROOM: <u>Dining</u>
Y/N		<u>pile adjustment carpeted x 2.</u>
Y	<u>2.1</u>	
2-4 Stud:		

Earthquake Damage		ROOM: <u>Garage</u>
Y/N		<u>crack to ceiling 6.6m</u> <u>crack to concrete floor 3.2m + 9.8m</u>
Y	<u>6.4</u>	<u>Garage door lock was adjusted - now</u> <u>locked.</u>
2-4 Stud:		



# Site Risk Assessment

CLM/2016/005357

Date of Assessment \_\_\_\_\_ KIERAN STEELE  
 Person Completing Assessment \_\_\_\_\_ 3/161 HOON HAY ROAD  
 Dwelling Address \_\_\_\_\_ HOON HAY  
 \_\_\_\_\_ CHRISTCHURCH  
 Claim Number \_\_\_\_\_ H:  
 \_\_\_\_\_ W:  
 \_\_\_\_\_ M: 027 -555-6979

**PLEASE NOTE:**  
 This risk assessment tool is to be completed by all EQC staff who are required to enter customer properties

- Confirm that you are going to the property in pairs or you are meeting someone else at the property in addition to the customer (e.g. site contractor, EQ Support Coordinator, EQR)

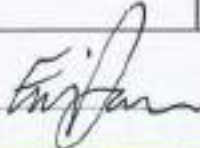

**Prep Before Leaving the Office:**

- Check CMS for hazards relating to the property (e.g. indication of aggressive customers, unstable land)
- Tell your supervisor where you are going and what time you expect to return
- Ask customers to restrain any animals that may be aggressive for the duration of your visit
- If doing high risk works at the property refer to the relevant SOP (in Risk Manager or InSite)

**Prep at the Property:**

- Check your vehicle is parked in a safe and suitable location. Car keys easily accessible
- Check your cell phone is available, charged, and has reception. Set to silent if appropriate
- Ensure you are wearing PPE (minimum is EQC branded high vis vest and approved safety footwear)
- Ensure your EQC identification tag is visible
- Plan for WHAT IF? Identify a muster point should you need to evacuate from the property
- Check aggressive animals are restrained
- If a CHRP property** – read the Safe6 Hazard Board (ref listed hazards), complete a site induction and ask for an update on site hazards
- If not under CHRP** – assess the property for additional hazards (i.e. in addition to those that may have been identified in CMS) and list these below together with controls. Indicate N/A if no hazards present

Hazards not previously identified – e.g. aggressive animals	Controls – e.g. Owner to restrain aggressive animals for duration of visit.
N/A	

Signature/s:  

**Note: Please scan the completed document and place on the customers file (CMS) for future reference**



**Specific requirements for high risk work** (to be read in conjunction with EQC SOP's and Guidelines)

<b>Completing Work Under Floors</b>	Yes	<b>No</b>	If 'Yes', complete the following:
<input type="checkbox"/> Buddy present (EQC employee) <input type="checkbox"/> Ease of access/egress from restricted space <input type="checkbox"/> At least 400mm clearance ground to bearer <input type="checkbox"/> Manhole is at least 450 x 450mm <input type="checkbox"/> Sufficient flow of oxygen <input type="checkbox"/> Rescue plan (including dial 111) <input type="checkbox"/> Safety footwear (preferably gumboots)			<input type="checkbox"/> Disposable overalls with fully extended arms and hood fitted around face and head <input type="checkbox"/> P2/P3 mask <input type="checkbox"/> Waterproof gloves <input type="checkbox"/> Adequate lighting (i.e. torch) <input type="checkbox"/> Safety eyewear (and ear plugs if required)

<b>Completing Roof Cavity Inspection</b>	Yes	<b>No</b>	If 'Yes', complete the following:
<input type="checkbox"/> Buddy present (EQC employee) <input type="checkbox"/> Ease of access/egress <input type="checkbox"/> Disposable overalls <input type="checkbox"/> Safety footwear			<input type="checkbox"/> P2 mask <input type="checkbox"/> Waterproof gloves <input type="checkbox"/> Adequate lighting (i.e. torch) <input type="checkbox"/> Safety eyewear (and ear plugs if required)

<b>Completing Roof/Chimney Inspections</b>	Yes	<b>No</b>	If 'Yes', complete the following:
<input type="checkbox"/> Able to access roof if there is adequate fall prevention, e.g. <ul style="list-style-type: none"> <li>▪ Harness system, or</li> <li>▪ Edge protection/guard rails or scaffold hand rails or parapet at least 1100mm high</li> </ul> <input type="checkbox"/> Ladder extends 1 metre above gutter			<input type="checkbox"/> Buddy to hold/brace ladder (EQC employee) <input type="checkbox"/> Ladder placement ratio is 4:1 <input type="checkbox"/> Safety footwear, high vis vest and hard hat (for both EQC employees and others in the vicinity)

**ASBESTOS**

<b>Are there any possible asbestos concerns?</b>	Yes	<b>No</b>	If 'Yes', complete the following:
--	-----	-----------	-----------------------------------

Possible concerns include: Dwellings built or renovated before 1 Jan 2000 or containing specific material types - check Guidelines

Tested for presence of asbestos	Yes	No	<b>Don't Know<sup>3</sup></b>	Test Results	Pos	Neg
---------------------------------	-----	----	-------------------------------	--------------	-----	-----

Has there been previous repair involving asbestos?	Yes <sup>1</sup>	No	<b>Don't Know<sup>3</sup></b>
--	------------------	----	-------------------------------

If yes, is there an Air Clearance Certificate?	Yes <sup>1</sup>	No <sup>2</sup>	N/A
--	------------------	-----------------	-----

This is a non-invasive visual inspection of a dwelling with no indications of friable asbestos or ACMs	Yes <sup>4</sup>	N/A
--	------------------	-----

1. Yes – MUST sight the air clearance test result PRIOR to entering dwelling
2. No – Refer to DART. DO NOT ENTER THE DWELLING
3. Don't Know – MUST confirm there has been no repair OR otherwise confirm that the site is safe to enter, e.g. sight air clearance test result, PRIOR to entering dwelling
4. Proceed with inspection. If you suspect that friable asbestos may be present, TERMINATE THE INSPECTION

**Note: Please scan the completed document and place on the customers file (CMS) for future reference**



## COMPOSITE COMPUTER REGISTER UNDER LAND TRANSFER ACT 1952



### Historical Search Copy

**Identifier** CB30B/1265  
**Land Registration District** Canterbury  
**Date Issued** 15 October 1987

#### Prior References

CB29A/486

**Estate** Fee Simple - 1/3 share  
**Area** 1199 square metres more or less  
**Legal Description** Lot 1 Deposited Plan 48669

#### Original Proprietors

William Charles Townshend and Sylvia Janet Townshend

Estate	Leasehold	Instrument	L 707217.1
		<b>Term</b>	999 years commencing on 1.6.1987

**Legal Description** Flat 3 Deposited Plan 52114

#### Original Proprietors

William Charles Townshend and Sylvia Janet Townshend

#### Interests

- 693064.1 Lease of Flat 1 DP 51797 Term 999 years commencing on 1.7.1987 Composite CT CB30B/35 issued - 21.7.1987 (affects fee simple)
- 693064.2 Lease of Flat 2 DP 51797 Term 999 years commencing on 1.7.1987 Composite CT CB30B/36 issued - 21.7.1987 (affects fee simple)
- 707217.1 Lease of Flat 3 DP 52114 Term 999 years commencing on 1.6.1987 Composite CT CB30B/1265 issued - 15.10.1987 (affects fee simple)
- A66768.1 Mortgage to Westpac Banking Corporation - 19.8.1993 at 11.45 am
- A425465.1 Variation of Mortgage A66768.1 - 17.9.1999 at 10.52 am
- 6030251.1 Discharge of Mortgage A66768.1 - 4.6.2004 at 9:00 am
- 6030251.2 Transfer to James Barry McGowan - 4.6.2004 at 9:00 am
- 6030251.3 Mortgage to Westpac Banking Corporation - 4.6.2004 at 9:00 am
- 7095691.1 Application pursuant to Section 99A Land Transfer Act 1952 vesting Mortgage 6030251.3 in Westpac New Zealand Limited - 2.11.2006 at 9:00 am
- 8407097.1 Discharge of Mortgage 6030251.3 - 8.2.2010 at 2:42 pm
- 8407097.2 Transfer to Michelle Rose Wilson - 8.2.2010 at 2:42 pm
- 8407097.3 Mortgage to Westpac New Zealand Limited - 8.2.2010 at 2:42 pm
- 8523144.1 Discharge of Mortgage 8407097.3 - 29.6.2010 at 1:22 pm
- 8523144.2 Transfer to Michelle Rose Wilson and CKLaw Trustees Limited - 29.6.2010 at 1:22 pm
- 8523144.3 Mortgage to Westpac New Zealand Limited - 29.6.2010 at 1:22 pm
- 9995396.1 Discharge of Mortgage 8523144.3 - 9.4.2015 at 12:21 pm
- 9995396.2 Transfer to Kieran John Steele and Menna Catrin Harries - 9.4.2015 at 12:21 pm
- 9995396.3 Mortgage to ANZ Bank New Zealand Limited - 9.4.2015 at 12:21 pm



10 May 2016

Claim No. CLM/2016/005357

Kieran Steele  
3/161 Hoon Hay Road  
Hoon Hay  
Christchurch 8025

Dear Kieran Steele

**Regarding damage at 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025**

Thank you for submitting your claim to EQC for earthquake damage caused on 14/02/2016. We are sorry to hear that you suffered damage to your property and we will do all we can to make resolving your claim with us easy.

Your claim number is CLM/2016/005357. To help the processing of your claim, if you need to contact us in future, please quote this claim number.

On the [www.eqc.govt.nz](http://www.eqc.govt.nz) website you will also find more information and useful documents to assist you with your claim. If you require a copy of these documents, including the following, please call 0800 DAMAGE and we will send these to you:

- *Householders' Guide to EQCover*  
[www.eqc.govt.nz/what-we-do/eqc-insurance/householders-guide](http://www.eqc.govt.nz/what-we-do/eqc-insurance/householders-guide)  
This document outlines the cover provided by the Earthquake Commission Act 1993, excess payments, and what to do if you need to make urgent repairs to ensure your home is safe, sanitary, and secure.
- *A Guide to Making a Claim with EQC*  
[www.eqc.govt.nz/claims/make-claim/guide](http://www.eqc.govt.nz/claims/make-claim/guide)  
This document provides you with information about EQC's entire claim process

**Check your claim details**

Please take the time to check if the information you submitted when lodging your claim is correct and advise us if any amendments are required.

Refer to the *Claim Details held by EQC* section of this letter for confirmation of your claim details.

**Making homes safe**

If you need to take action to make your home safe, sanitary, and secure, record the work done, take photographs where appropriate, and keep a copy of any bills paid. Reimbursement for temporary or urgent repairs is subject to EQC's acceptance of a valid claim. Visit [www.eqc.govt.nz](http://www.eqc.govt.nz) for more information on what to do first after a natural disaster.

### **Contents Claim**

If you are claiming for damage to your contents, please read the enclosed contents checklist thoroughly and complete the *Schedule of Contents* form.

### **Insurance Cover**

For EQ Cover to apply, you will need to be covered with a private insurer with a dwelling or contents policy (that includes fire insurance) in force at the time of your loss. We need to have your private insurer confirm to us that insurance cover was in place at the time you sustained damage before we can progress your claim.

If you have not provided the name of your private insurer or insurance policy number, please contact us to provide this information or take the attached Insurance Certificate form to your private insurer to complete and return it to EQC.

If you have already provided us your private insurer details, we have sent the details to your private insurer for validation.

### **Claim Manager**

A Claim Manager and Assessor will be assigned to your claim and will be in contact with you. They will discuss the damage to your property and how your claim will be assessed. If, as part of your assessment, we need to visit your home, EQC staff will phone you to arrange a time that suits you. EQC Assessors are required to carry photo identification.

We have started processing claims for this event, starting with customers who suffered greatest damage first. We are using a different approach to that used in previous Canterbury earthquakes, amalgamating lessons learnt to make the process easier and faster for you.

We will be in contact with you within the next two months. We are working to have your claim settled and paid within a month of your assessment.

As all claims for the February 2016 event will be cash settled (after relevant excess is deducted), if you need support to organise your repairs, please let your Claim Manager or Assessor know at the time of your assessment.

### **How to contact us**

You can contact us by email to [info@eqc.govt.nz](mailto:info@eqc.govt.nz) call 0800 DAMAGE (0800 32 62 43) international call +64 4 978 6400.

Yours sincerely,



**Patricia Keith**  
General Manager, Customer and Claims



### Provision of Information

Pursuant to clause 7 of the Third Schedule to the Earthquake Commission Act 1993, EQC will require you to provide information about all insurances covering your property, and documents and information relating to your claim and the origin and cause of the natural disaster damage. We may use this information to assist us in the research of natural disasters. Any personal information provided by you will be held securely by the Commission, and its agents and advisers as necessary, for the purpose of resolving your claim. You are entitled to have access to, and request correction of, personal information held by the Commission.

For more information about how EQC manages customer information, please see our Privacy Policy on our website: [www.eqc.govt.nz/about-this-site/privacy](http://www.eqc.govt.nz/about-this-site/privacy)

### Claim details held by EQC

Property Owner	K Steele and M Harries
Damage Location	3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025
Property Type	Main home
Postal Address	3/161 Hoon Hay Road, Hoon Hay, Christchurch 8025
Dwelling Insurer	Westpac (Lumley Group)
Contents Insurer	
Phone: Home	
Work	
Mobile	027 -555-6979
Contact Person	Kieran Steele
Damage Date	14/02/2016
Event	Christchurch 15km E, 15km, 5.7 - EVT/201602/0011
Damage Reported	Floor



# Checklist

## Claiming for your damaged contents

When you make a claim for damaged contents, you need to do the following:

- Fill in the Schedule of Contents form (overleaf), listing your damaged items. Include the make, model and serial number.

If you need extra pages you can get them from our website:  
[www.eqc.govt.nz/claims/make-claim/contents-claim](http://www.eqc.govt.nz/claims/make-claim/contents-claim) or by calling:  
0800 DAMAGE (0800 32 62 43)

- Photograph all of your damaged items (if possible)
- Include valuations, quotations and receipts for items of significant value (greater than \$500). Your retailer will have records for new items you have purchased. The more information you can provide; the better.
- Ensure you include your claim number on the Schedule of Contents form (overleaf), and all other supporting documents (e.g. photos, valuations) you send to EQC.
- Keep all damaged items, especially those of significant value (greater than \$500); in case we need to inspect them.
- We request that you do not throw any of the damaged items away unless they are perishable or dangerous. If you throw away any perishable or dangerous items please take photos of these items. EQC may need to inspect the items you have kept or the photographic evidence of items destroyed before your claim can be approved.
- EQC covers the cost of removal or disposal of damaged contents. To claim back disposal costs, please send your receipts to EQC, noting your claim number on the receipt.

Send your completed Schedule of Contents form and all additional information to:

National Claims Team  
Earthquake Commission  
PO Box 311  
Wellington 6140

Scan and email: [claims@eqc.govt.nz](mailto:claims@eqc.govt.nz)





# Insurance Certificate

To be completed by the insurance company/underwriter

**Claim number(s): CLM/2016/005357**

I hereby certify that the property damaged on the date of 14/02/2016 had a contract of fire insurance in place for the residential building and/or personal property at the time of the loss.

Claimant's name: K Steele and M Harries

Situation of damage/insured address: 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025

## Details of cover

Residential building and land (dwelling)	Personal property (contents)
<ul style="list-style-type: none"> <li>• Insurance policy number: _____</li> <li>• Name(s) house insured in: _____</li> <li>• Policy Type (<i>select one and provide detail</i>):  <input type="checkbox"/> Replacement sum insured: \$ _____  <input type="checkbox"/> Replacement area based: Area _____m2  <input type="checkbox"/> Indemnity value: Specified amount for natural disaster cover/or Dwelling area \$ _____/ _____m2</li> <li>• Annual insurance cover period: From ___/___/___ to ___/___/___</li> <li>• Cover top up (<i>select one</i>): Yes <input type="checkbox"/> No <input type="checkbox"/></li> <li>• Covered address: _____ _____</li> <li>• Number of dwelling(s): _____</li> <li>• Annual EQC levy paid: \$ _____</li> </ul>	<ul style="list-style-type: none"> <li>• Insurance policy number: _____</li> <li>• Name(s) contents insured in: _____</li> <li>• Policy Type: _____</li> <li>• Basis for Policy Type (<i>select one</i>): Replacement <input type="checkbox"/> Indemnity <input type="checkbox"/> Combination <input type="checkbox"/></li> <li>• Sum insured: \$ _____</li> <li>• Annual insurance cover period: From ___/___/___ to ___/___/___</li> <li>• Cover top up (<i>select one</i>): Yes <input type="checkbox"/> No <input type="checkbox"/></li> <li>• Covered address: _____ _____</li> <li>• Annual EQC levy paid: \$ _____</li> <li>• Excluded items: _____ _____</li> <li>• Specified items and their value covered: _____ _____</li> </ul>
Signature: _____	Signed by: _____
Insurance Company: _____	Branch: _____

**Return fully completed form to:**

Earthquake Commission  
 Claims Mail: PO Box 311, Wellington 6140  
 Fax: (04) 978 6431  
 Email: claims@eqc.govt.nz

**Insurer company stamp here:**



## Assessment Report

Claim Number: CLM/2016/005357

Customer: Kieran Steele

Author: Eric Dann

Address: 3/161 Hoon Hay Road  
Hoon Hay, Christchurch

Date of Report: 12/08/2016

## Previous Claims

Previous claim damage repaired.

## Assessment Notes

**Exterior** – No external damage was directed to so no exterior assessment was under taken Customer directed to dropped path – cover under insurer.

### **Interior –**

- Master bedroom 1 – Cracking to the ceiling to wall line, re attach door handle as owner was hanging on to it at time of quake – EQ Damage
- Bed 2 Cracking to window corners. Cracking to wall. – EQ Damage
- Bathroom – Cracking to window surrounds– EQ Damage
- Toilet – Cracking to window surrounds– EQ Damage
- Kitchen – Cracking to window surround– EQ Damage
- Lounge – cracking to side of painted rafter to ceiling. Door needs adjustment on striker.– customer has tried to stop draught by placing wind stop to clashing strip.
- Dining room pile adjustment – as ridge in floor – no access to area
- Garage – cracking to concrete floor, cracking to ceiling

All concerns expressed by the customer were addressed on site and the customer appeared satisfied with our explanations.

## Next Action

Accept this claim and pay the customer as per costed scope of works.



## Scope of Works



<b>Completed By:</b>	<b>Eric Dann</b>	<b>Claim Number:</b>	<b>2016 / 005357</b>
<b>Date:</b>	<b>12/08/2016</b>	<b>Customer Name:</b>	<b>Kieran Steele</b>
<b>Page</b>	<b>2 OF 4</b>	<b>Address:</b>	<b>3/161 Hoon Hay Road Hoon Hay Christchurch</b>

<b>Description</b>	<b>This SOW is for only the elements being cash settled</b>
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## Line Items:

Element :		Units	Length	Breadth	Depth	Qty	Rate	Cost
<b>Interior Room</b>	<b>Bedroom 1 Master</b>							
Ceiling	Rake out and stop plasterboard joint cracks (m)	m	2.60			2.60	\$10.00	\$26.00
Ceiling	Paint ceiling	m2	0.50	1.00		0.50	\$23.60	\$11.80
Wall Covering	Paint wall	m2	3.70	2.40		8.88	\$21.10	\$187.37
Wall Covering	Paint wall	m2	1.70	1.40		2.38	\$21.10	\$50.22
Wall Covering	Tradesman Required - Plasterer	Hr	2.50			2.50	\$45.00	\$112.50
Door Internal	Tradesman Required - Carpenter	Hr	2.00			2.00	\$45.00	\$90.00
	(refix door handle)							
<b>Interior Room</b>	<b>Bedroom 2</b>							
Door Internal	Ease door	No	1.00			1.00	\$98.75	\$98.75
Window	Repaint window frame	Lm	5.80			5.80	\$8.75	\$50.75
Wall Covering	Gap fill and sand - walls	m	0.60			0.60	\$14.00	\$8.40
Wall Covering	Paint wall	m2	2.80	2.10		5.88	\$21.10	\$124.07
<b>Interior Room</b>	<b>Bathroom</b>							
Window	Repaint window frame	Lm	4.50			4.50	\$8.75	\$39.38
<b>Interior Room</b>	<b>Toilet</b>							
Window	Repaint window frame	Lm	2.90			2.90	\$8.75	\$25.38
<b>Interior Room</b>	<b>Kitchen</b>							
Window	Repaint window frame	Lm	4.90			4.90	\$8.75	\$42.88
Wall Covering	Rake out & stop plasterboard joint cracks (m)	m	0.10			0.10	\$9.00	\$0.90
Wall Covering	Tradesman Required - Plasterer	Hr	1.50			1.50	\$45.00	\$67.50
Wall Covering	Paint wall	m2	5.70	1.20		6.84	\$21.10	\$144.32
<b>Interior Room</b>	<b>Lounge</b>							
Ceiling	Gap fill sand and paint - ceiling	m2	0.30	6.80		2.04	\$35.60	\$72.62
Door Internal	Re-align Door	No	1.00			1.00	\$98.75	\$98.75

\* Unit categories to be used as follows: Each, Sheet, Kilogram, Linear metre, Square metre, Cubic metre, Per hour, Per day, Per week. Cubic metre calculations must include length, breadth and depth figures. Square metre calculations must include length and breadth figures.

<b>Sub Total</b>	<b>\$1,251.58</b>
<b>Preliminaries &amp; General</b>	<b>\$100.13</b>
<b>Margin</b>	<b>\$135.17</b>
<b>SUB TOTAL (Excluding GST)</b>	<b>\$1,486.87</b>





# Scope of Works



<b>Completed By:</b>	<b>Eric Dann</b>	<b>Claim Number:</b>	<b>2016 / 005357</b>
<b>Date:</b>	<b>12/08/2016</b>	<b>Customer Name:</b>	<b>Kieran Steele</b>
<b>Page</b>	<b>4 OF 4</b>	<b>Address:</b>	<b>3/161 Hoon Hay Road</b>
			<b>Hoon Hay</b>
			<b>Christchurch</b>

## TOTALS PAGE :

### P & G's Page:

**P & G's - Page 1** \$627.55

**P & G's Page - Sub Total** \$627.55

### Building Damage Page:

**Scope Of Works Page 2** \$1,486.87

**Scope Of Works Page 3** \$4,129.45

**Scope Of Works Pages - Sub Total** \$5,616.32

\* Unit categories to be used as follows: Each, Sheet, Kilogram, Linear metre, Square metre, Cubic metre, Per hour, Per day, Per week. Cubic metre calculations must include length, breadth and depth figures. Square metre calculations must include length and breadth figures.

**Sub Total** \$6,243.87

**GST** \$936.58

**TOTAL** \$7,180.45



## Customer Pathways Call – Assessment Checklist

Claim Number: CLM/2016/005357

Customer: KIERAN STEELE

Exposure(s)

Building     Contents     Land

### Bank Account Information

*Account name for building/land payments must match Certificate of Title (ref. Triage file note), and account name for contents payments must match the name contents insured in (ref. Insurance tab)*

Bank: [Click here to enter text.](#)    Account Name: [Click here to enter text.](#)

Account number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

### Property Ownership

*As per Triage file note*

Individual     Trust     Body Corporate     Company     Rental

### Property Details

Building Type:

Free standing dwelling     Attached MUB     Apartment     Other

### Damage Overview

Structural Damage

Floors Out of Level?	<input type="checkbox"/>	If any identified, an on-site assessment should be booked
Doors Jamming?	<input type="checkbox"/>	
Foundation Damage?	<input type="checkbox"/>	
Chimney Damage?	<input type="checkbox"/>	

V2.0

**Interior Damage**

Type of Damage	<input checked="" type="checkbox"/> Structural	<input type="checkbox"/> Cosmetic
Number of rooms with damage		
Description of damage (as per customer summary)	One door doesn't close Garage door no longer locks Floor boards in dining area have pushed up	Cracking in the garage floors Cracking in some ceilings

**Exterior Damage**

Areas damaged	<input type="checkbox"/> Walls	<input type="checkbox"/> Roof	<input type="checkbox"/> Foundation
Description of Damage (as per customer summary)			

**Assessment Outcome**

Desktop       Physical



0800 001 206

22 July 2016

KIERAN STEELE  
3/161 HOON HAY ROAD  
HOON HAY  
CHRISTCHURCH 8025

Dear KIERAN STEELE

Your claim CLM/2016/005357  
Insured name KIERAN STEELE  
Damage address 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH 8025

Today we spoke about the claim that you lodged with EQC for natural disaster damage to your property and we confirmed your booking for an on-site assessment on 01/08/2016 at 2.00pm.

The status of your claim today is shown below.



### On-site assessment

Our assessment team will arrive at your property as close to the scheduled time as possible to complete an assessment. If we are delayed, we will contact you. In most cases two members of our assessment team will perform the assessment.

When our assessment team arrives at your property, you can expect them to:

- Show you their EQC identification
- Ask you to show them around your property to assess the damage you have claimed for
- Work as a team to perform your assessment

In most cases the assessment will take less than 45 minutes. Please note that our assessment team will only inspect the damage you've claimed for; not the entire property.





Following your assessment, your claim will be reviewed under The Earthquake Commission Act 1993. If valid, you can expect your claim to be cash settled within 10 business days.

**How to contact us**

If you have any questions about your assessment or if your circumstances change, please call us on 0800 001 206 or email us at [claims@eqc.govt.nz](mailto:claims@eqc.govt.nz). Please include your claim number when making enquiries. Our assessment booking team's operating hours are operating hours are 9:30am-7pm.

Yours sincerely

A handwritten signature in blue ink that reads 'Trish Keith'. The signature is written in a cursive style.

Trish Keith  
General Manager, Customer and Claims



**Claim Number:** CLM/2011/219983

**Date:** 13/05/2015 7:51:18 PM

**Confidential?** No

**Topic:** Legal

**Subject:** Deed of Assignment

**Related To:** none (Claim Level)

**Created By:** Jason [REDACTED]

**File Note Text:** Note: DOA only covers claims included in the DOA and any remaining claims will remain with the previous owners.

**ACTION TAKEN:**

This property 3/161 HOON HAY ROAD, HOON HAY, CHRISTCHURCH has been sold after the date of loss.

The claimant remains in the name of the insured party for insurance verification purposes.

The new owners are listed in the following contact fields: Main Contact / Alternate Contact / New Property Owner / Secondary New Property Owner

Deed of Assignment \$ccDocLink(6794767) settlement to occur on 9th April 2015

Vendor names match details on insurance.

DOA Address matches damage address.

DOA signed by appropriate parties.

DOA covers building claims lodged for property

CLM/2011/219983

New property owners:

KIERAN STEELE

MENNA HARRIES

Contact details:

N/A

Previous owners:

MICHELLE WILSON & CK LAW TRUSTEES LIMITED

Contact details:

Mobile: [REDACTED] (Michelle)

**NEXT STEPS:**

- Legal Correspondence Activity Completed and no further action required.

Note: DOA only covers claims listed on the DOA any remaining claims will remain with the previous owners.

Claims Support - Wellington Processing Centre

**Claim Number:** CLM/2011/219983

**Date:** 10/11/2011 1:52:45 PM

**Confidential?** No

**Topic:** General

**Subject:** COMET Full Assessment Comments

**Related To:** none (Claim Level)

**Created By:** comet-importer-01 comet-importer-01

**File Note Text:** Insurance Comments:

Spoke with company. 24 June 2012

Insurance Details Sighted:

Insurer: Westpac (Lumley Group)

Policy Type: Dwelling

Policy Number: [REDACTED]

Sighted: Yes

-----  
Additional Mortgage:

Mortgagee: WESTPAC NEW ZEALAND LIMITED

-----  
For repairs costing between \$10,000 and \$100,000 the claimant wishes to manage their own repairs? : No

Buildings show signs of leaky home syndrome ? : No

Property Sticker : No Sticker

-----  
Hazards:

Nil

-----  
Main Building

Building Size: 132.22

Exterior Elements:

Elevation (West first floor 7 x 2-7)

- Comments: Plywood.

Roof

- Comments: Rolled iron.

Ground Floor

Internal Garage

-Comments: Double garage concrete block and custom wood walls, gib ceiling, 2 til

First Floor

Bathroom

-Comments: Reline one wall with new lining paper

Hallway

-Comments: Includes the five steps

Kitchen (includes dining)

-Comments: New. Bosch dw and oven. Electric. Cupboards still without doors. Stainless dw and fridge. 4.5 of laminate benchtop

Bedroom (First right. Main)

-Comments: coved deiling

Bedroom (Second right)

-Comments: Coved ceiling

Lounge

-Comments: The sliding door that Does need easing has been picked up by FLETCHERS

-----  
Inspection Sign Off

Is there land damage? : No

Landslip damage has been assessed on paper : No

Has the contents schedule been left with claimant? : No

Have the contents been sighted? : No

In roof space : Yes

On roof? : Yes

Under sub floor? : Yes

Recommend Declining Claim : No

Event Apportionment  
13 June 2011 : 50%  
22 February 2011 : 40%  
4 September 2010 : 0%  
26 December 2010 : 10%

**Claim Number:** CLM/2011/219983      **Date:** 15/12/2011 7:50:41 PM  
**Confidential?** No      **Topic:** General  
**Subject:** COMET Import Processing Complete      **Related To:** none (Claim Level)  
**Created By:** Naomi [REDACTED]  
**File Note Text:** -COMET Assessment completed on CLM/2011/219983  
-31/10/2011  
-Prior/Later Claims Associated  
-No Duplicates Found For This Event  
-Full Assessment Letter and SOW/SOC posted to claimant  
-COMET import processing now complete  
  
-Next Action: Settlement Required

Post Inspection Processing Team Wgtn

**Claim Number:** CLM/2011/219983      **Date:** 11/01/2012 11:11:33 AM  
**Confidential?** No      **Topic:** Telephone  
**Subject:** Peter Diver HWC Invoice      **Related To:** none (Claim Level)  
**Created By:** Sian [REDACTED]  
**File Note Text:** GB CLAIMS TEAM (NW2)

ACTION

[REDACTED]

NEXT ACTION

-Await call from Peter Diver plumbing to confirm [REDACTED]  
[REDACTED]

**Claim Number:** CLM/2011/219983      **Date:** 16/03/2012 1:42:47 PM  
**Confidential?** No      **Topic:** Telephone  
**Subject:** INBOUND CALL WITH CC VIVIENNE REGARDING BUILDING CLAIM      **Related To:** none (Claim Level)  
**Created By:** Iqmal [REDACTED]  
**File Note Text:** CALL SUMMARY

- Spoke with: CC Vivienne, Michelle Wilson not transferred
- Security identification completed? Yes
- Details of conversation: recd call from CC as customer Michelle wanting to know when the invoice for HWC \$1,920.38 going to be reimbursed by EQC

ACTION

- adv CC request already sent for invoice to be processed
- adv CC no time frames available

NEXT ACTION

- Awaiting HWC invoice to be processed

Iqmal [REDACTED]  
Claims Consultant  
GB ENQ TEA

**Claim Number:** CLM/2011/219983                      **Date:** 16/03/2012 1:50:15 PM  
**Confidential?** No    **Topic:** Telephone  
**Subject:** [REDACTED]                      **Related To:** none (Claim Level)  
**Created By:** Vivienne [REDACTED]  
**File Note Text:** INBOUND CALL CENTRE SALMAT AUCKLAND

ID CUSTOMER

REASON FOR CALL

- [REDACTED]

DISCUSSED

- [REDACTED]

- Rang GBS and was advised an activity would be set to have the invoice reviewed
- Advised customer of this, and advised I was still unable to give her a timeframe

ACTION

- Discussed claim with STL Brent
- Claim details sent to him for urgent review by the Support Team

NEXT ACTION

- Await invoice review

Vivienne

**Claim Number:** CLM/2011/219983                      **Date:** 29/10/2012 12:20:42 PM  
**Confidential?** No    **Topic:** Correspondence Out  
**Subject:** Outbound                      **Related To:** none (Claim Level)  
**Created By:** Andrew [REDACTED]  
**File Note Text:** Received email advice from accounts with bulk payment info  
-forwarded to Peter diver  
-Gail emailed back and advised cheque has been made up for customer

-called customer and advised

[REDACTED]  
-emailed Peter Diver quering this

CUSTOMER CHANNELS SUPPORT TEAM - WGTN

**Claim Number:** CLM/2011/219983 **Date:** 17/01/2013 2:25:00 PM

**Confidential?** No **Topic:** Correspondence In

**Subject:** Customer Complaint **Related To:** none (Claim Level)

**Created By:** Stephen [REDACTED]

**File Note Text:** Further to the system generated Hub escalation report dated 7 January it has been confirmed that the Hub contacted the customer and apologised for delay & a new builder assigned to the claim which is to be rescoped on 23/1/13 at 12noon with Nubuild Construction.

Complaint closed.

Steve [REDACTED]  
Complaint Investigator & Wgtn  
04 380 0362

**Claim Number:** CLM/2011/219983 **Date:** 27/02/2013 1:54:58 PM

**Confidential?** No **Topic:** Estimator's Report

**Subject:** PMO Hub file note **Related To:** none (Claim Level)

**Created By:** Helen [REDACTED]

**File Note Text:** Received: Construction Budget, dated 21/02/2013  
Author: Brendon Sylvia, Estimator, Middleton hub

Construction budget has been approved at \$30,128.44 incl GST. Work has been authorised and a Works order will be issued.

New total cost for all claims: \$30,128 44, 2011/219983 building reserve updated to this amount.

ACTION TAKEN:

- Activity already set for Settlement
- Insurance verified, reviewed/accepted
- Plan of Action updated to &Fieldwork complete& and &EQC managed repair&
- Address matched
- Reserve updated

CLAIM WITH PMO.

Please see \$ccDocLink(4433910) for socumentation relating to the above notes

HM  
PMO HUB SUPPORT TEAM

**Claim Number:** CLM/2011/219983 **Date:** 26/06/2013 10:31:23 AM

**Confidential?** No **Topic:** Insurance

**Subject:** Insurance Details **Related To:** none (Claim Level)

**Created By:** Longo [REDACTED]

**File Note Text:** Clarify insurance activity sent to insurer pre-assignment queue on CLM/2011/013814

GENERAL INSURANCE - HMTN PROCESSING CENTRE

NEXT ACTION:

Insurer to provide insurance details  
\$ccDocLink(5005472)

**Claim Number:** CLM/2011/219983                      **Date:** 28/04/2015 2:06:22 PM  
**Confidential?** No    **Topic:** Correspondence Out  
**Subject:** CHRP building repair excess invoice pack sent                      **Related To:** none (Claim Level)  
**Created By:** Note Creator 1

**File Note Text:** An excess invoice pack has been sent to customer in regards to the repairs completed for this property through the Canterbury Home Repair Programme (CHRP).

The current status of claim(s):

An information pack was sent to the customer a few weeks ago about the excess for their home repair through CHRP.

We have now calculated the excess for the customer and have sent the invoice.

The next steps for claim(s):

The customer has three months to pay the amount on the invoice but if they do need more time to pay there are a range of payment options listed on the back of the invoice.

**Claim Number:** CLM/2011/219983                      **Date:** 11/06/2015 5:31:04 PM  
**Confidential?** No    **Topic:** Telephone  
**Subject:** CHRP Excess & Outbound Call                      **Related To:** (1) Building

**Created By:** George [REDACTED]

**File Note Text:** PURPOSE:

Spoke to Michelle Wilson [REDACTED] regarding the CHRP Excess Invoice they have received.

DISCUSSED:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

ACTION:

- \*completed contact activity.
- \*confirmed home, mobile, email & post.

CUSTOMER CONTACT TEAM WGTN

**Claim Number:** CLM/2016/005357                      **Date:** 02/03/2016 5:09:24 PM

**Confidential?** No

**Topic:** First notice of loss

**Subject:** New Claim

**Related To:** none (Claim Level)

**Created By:** Kara [REDACTED]

**File Note Text:** Topic: First notice of loss

Subject: New Claim

Related to: none (Claim-level)

Confidential: No

Text:

REASON FOR CALL: CLAIM LODGEMENT

Who is lodging this claim? KIERAN STEELE

Why is this claim being lodged? REASON

When did the damage occur? 2016-02-14

What elements sustained damage: Land, building and/or contents? Building

What is the preferred time of contact? Anytime

DETAILS OF CUSTOMERS DAMAGE

BUILDING

- Where is the damage? br/m, dining room, garage
- How many rooms? 2
- Is there a chimney involved? N
- Do you have photographs of the damage? Y
- Are you able to live in the house? Y
- Is it waterproof? Y
- Have you completed any Urgent Works? N
- Are Urgent Works needed? If so what? Explain the process to the customer

WHAT IS THE CUSTOMER'S SUMMARY OF THEIR DAMAGE? Cracks to br/m ceiling, windowsills and dining room floor feels bumpy. Also damage to garage door, ceiling and floor. (garage below house)

INSURANCE

- Is there a mortgage or third party financial interest in the property? Y - mortgage
  - How many dwellings are on the property? [ 1 ]
  - Is the property on a cross lease section? N
  - Is the property part of an apartment/townhouse complex? N
  - Does the dwelling share a firewall or roofline with another dwelling? N
  - Is the dwelling part of a Body Corporate or a Company Share? N
- (If yes, note contact details for Body Corp secretary in Claim Contacts)

ACTION TAKEN:

Lodged new claim

Provided customer with claim number

Advised next steps

Associated Claims

PULSE

Who is lodging this claim? KIERAN STEELE

Why is this claim being lodged? REASON

When did the damage occur? 2016-02-14

What elements sustained damage: Land, building and/or contents? Building

**Claim Number:** CLM/2011/219983

**Date:** 02/06/2016 12:37:32 PM

**Confidential?** No

**Topic:** General

**Subject:** CHRP Excess Invoice Paid In Full

**Related To:** none (Claim Level)

**Created By:** Note Creator 1

**File Note Text:** The Finance team received a payment against CHRP excess invoice issued to the customer.

Action Taken

- Payment has been received and matched against the CHRP Excess Invoice.
- Invoice has been paid in full.

Action Required

- CMS reserves can now be reviewed and claim closed where appropriate.

CHRP Excess Finance Team

**Claim Number:** CLM/2016/005357

**Date:** 29/07/2016 1:22:24 PM

**Confidential?** No

**Topic:** General

**Subject:** Assessment Status

**Related To:** none (Claim Level)

**Created By:** Rachel [REDACTED]

**File Note Text:** ACTION TAKEN:

Claim reviewed - Assessment booked, assigned to CM and Assessment Team.

NEXT ACTION:

Await assessment information

CLAIMS ADVISOR - CHRISTCHURCH EQ FEB 2016

**Claim Number:** CLM/2016/005357

**Date:** 17/08/2016 11:16:31 AM

**Confidential?** No

**Topic:** Settlement

**Subject:** Settlement recommendation

**Related To:** none (Claim Level)

**Created By:** Shweta [REDACTED]

**File Note Text:** PURPOSE

Review claim for settlement.

ACTION TAKEN

Event: February 14, 2016

Damage to the property consists of mainly cosmetic damages.

Agree coverage is afforded under the EQC Act for damage due to earthquake.

Building Calculations:

SOW Damage - \$7,180.45

Total Remediation - \$7,180.45

Less excess - \$200.00

TOTAL - \$6,980.45

ABILITY TO PAY:

Title is clear

Payment to Kieran Steele and Menna Harries via CHQ.  
Updated POA

NEXT ACTION

Approve payment and CSA  
Close claim

CLAIMS ADVISOR - CHRISTCHURCH EQ FEB' 2016

\$ccDocLink(7780223)  
\$ccDocLink(7862587)  
\$ccDocLink(7873099)  
\$ccDocLink(7873100)

**Claim Number:** CLM/2016/005357                      **Date:** 22/08/2016 2:00:56 PM  
**Confidential?** No    **Topic:** Correspondence Out  
**Subject:** Payment                      **Related To:** none (Claim Level)  
**Created By:** Alistair [REDACTED]  
**File Note Text:** Action  
- NCET payment \$6,980.45

Next Action:

- Cheque posted.  
- No Documents posted as they have already been sent (as per note 19 Aug 2016 01:19 PM).

Team 1

Wellington Processing Centre

**Claim Number:** CLM/2016/005357                      **Date:** 23/08/2016 5:50:52 PM  
**Confidential?** No    **Topic:** General  
**Subject:** Update                      **Related To:** none (Claim Level)  
**Created By:** Nicholas [REDACTED]  
**File Note Text:** SPOKE WITH: KIERAN STEELE

RELATING TO: CLM/2016/005357

\* Security identification completed  
\* Verified mobile, email, postal

REASON FOR CALL:

\* Kieran called for an update on the payment he was due to receive

DISCUSSED:

\* Advised Kieran that I could see as per note 22 Aug 2016 01:00 PM that the cheque was posted yesterday  
\* Kieran advised he was happy with this as he can now get on with the property repairs

ACTION TAKEN:

NIL

PULSE

**Claim Number:** CLM/2011/219983                      **Date:** 23/08/2016 5:52:49 PM  
**Confidential?** No    **Topic:** General  
**Subject:** Update                      **Related To:** none (Claim Level)  
**Created By:** Nicholas [REDACTED]  
**File Note Text:** SPOKE WITH: KIERAN STEELE

RELATING TO: CLM/2016/005357

- \* Security identification completed
- \* Verified mobile, email, postal

REASON FOR CALL:

- \* Kieran called for an update on the payment he was due to receive

DISCUSSED:

- \* Advised Kieran that I could see as per note 22 Aug 2016 01:00 PM that the cheque was posted yesterday
- \* Kieran advised he was happy with this as he can now get on with the property repairs

ACTION TAKEN:

NIL

PULSE

**Claim Number:** CLM/2011/219983                      **Date:** 14/04/2017 1:24:33 AM  
**Confidential?** No    **Topic:** General  
**Subject:** Close Claim by Script                      **Related To:** none (Claim Level)  
**Created By:** System Generated  
**File Note Text:** Claim closed by script based on information provided by BIU.

**Claim Number:** CLM/2011/219983                      **Date:** 17/04/2017 7:59:39 PM  
**Confidential?** No    **Topic:** General  
**Subject:** Bulk Claim Closure                      **Related To:** none (Claim Level)  
**Created By:** Note Creator 1

**File Note Text:** This claim has been automatically closed by the Administration Completion Project on 11 April 2017. This means that a computer program assessed the claim against the below criteria and identified that this claim should be closed

Closing criteria:

1. Claim status is Open
2. Claim has No mediation open (hazard text)
3. Claim has No complaints open (checking issue type)
4. Claim has No Litigation open (hazard text)
5. Claim has No CRT flag (CRT flag, or hazard text)
6. Property not in Non Canterbury streams of value stream
7. Property has no land exposures open
8. Property has no contents exposures open
9. Property has no open activities
10. Property not EQR and is not fully paid or closed paid nil as per value stream
11. Property is EQR and has either had Invoice Sent, or No Excess to Pay letter sent (specific filenotes)
12. Property does not have a recovery reserve > 0 unless it is CHRP excess
13. Property has no secondary substantive work going
14. Property has no open remediation issue type in CMS

NB: "Property" means first claim as per Burley Algorithm.

This claim can be reopened by the customer or if new information comes to light.

# EARTHQUAKE RECOVERY (EQR) DOCUMENTATION

The following information contains all records of EQR involvement for the property.

*The following information may also contain duplication of documents. To fulfil our obligation under the OIA Act, these documents have been provided as you have requested for all available information Natural Hazards Commission Toka Tū Ake holds for the requested property and claim(s).*



## Amended 2011 Scope Change Summary

Claims No:	2011/219983	Contractor:	A J Whiteside
Claimant:	Michelle Wilson	Supervisor:	Blair Corkran
Address:	3/161 Hoon Hay Road	Date:	20.2.2012

This Scope Change Summary should be read in conjunction with the EQC Statement of Claim. The work described in these two documents covers the full scope of work for the property. Please scan document and send through Aconex. Check if there is a June 2011 claim.

Room	No. of Walls	Ceiling	Floor	Amendments to 2011 scope
Elevation - East	✓	✓	✓	Amend: Sill bricks, remove – re-bed (3.5 lineal meters)
Elevation - West				Amend: Balcony, rebuild new pinus balcony above 1m high as per old ones specs with 3 galvanised brackets (7 x 1m - 7m2) Amend: Shadow clad, remove dispose and replace (19.6m2) Amend: Shadow clad, seal timber (19.6m2)
Elevation - South				Amend: Block, remove – dispose and replace (.5m2)
Foundations				Removed from scope: slab has moved greater than 25mm over 6 meters (slab lasered at 23mm over 6 meters and owner happy)
Internal Garage				Amend: plaster and paint ceiling (20.46m2)
Bathroom				Amend: Standard Bath, impact damage – remove and replace Amend: Tiles, remove – dispose and replace (4m2) to allow bath to be removed
Toilet				Amend: Walls, rake – stop and paint (13.92m2)
Hallway 2 – above stairwell				Amend: Ceiling, rake – stop and paint (2.16m2)
Bedroom – 2 <sup>nd</sup> Right				Amend: Floor, uplift carpet - replace chip board (2.16m2) reinstate carpet
			✗	Re-scoped 23.1.2013 as Urgent Job – new amendment from original scope above
All Elevations				Amend: All elevations to be painted with elevations (130.2m2) – original scope was paint walls
Elevation West				Amend: Soffit, reinstate soffits that have bounced out of the fascia. These will need to be reinstated through roof space by loosening iron (3 l/m)

Elevation South			<u>Amend:</u> Concrete Block, remove – dispose and replace (1m2) – original scope was for only .5m2. Need to increase this with the extra 1m2	
Hallway - raked leading into Kitchen			<u>Amend:</u> Walls, rake stop and paint (2.16m2)	
Kitchen\Dining (open plan with Lounge)			<u>Amend:</u> Ceiling, rake stop and paint (17.7m2) <u>Amend:</u> Walls, rake stop and paint (42.72m2)	
Lounge (open plan with Kitchen/Dining)			<u>Amend:</u> Walls, rake stop and paint (41.28m2)	
Bedroom 2 <sup>nd</sup> RHS			<u>Amend:</u> Door internal (ease and re-varnish) <u>Amend:</u> Door wardrobe (ease door x2 )	
Temporary Accommodation Required:	Yes	No <input checked="" type="checkbox"/>	Reasons: Westpac (Lumley) Insurance.	
Contents Removal Required:	Yes	No <input checked="" type="checkbox"/>		
EQC Sign off:				

Sc



## Amended 2011 Scope Change Summary

Claims No:	2011/219983	Contractor:	A J Whiteside
Claimant:	Michelle Wilson	Supervisor:	Blair Corkran
Address:	3/161 Hoon Hay Road	Date:	20.2.2012

This Scope Change Summary should be read in conjunction with the EQC Statement of Claim. The work described in these two documents covers the full scope of work for the property. Please scan document and send through Aconex. Check if there is a June 2011 claim.

Room	No. of Walls	Ceiling	Floor	Amendments to 2011 scope
Elevation - East		✓	✓	Amend: Sill bricks, remove – re-bed (3.5 lineal meters) <span style="float: right;">EQC 21/2/12</span>
Elevation - West				Amend: Balcony, rebuild new pinus balcony above 1m high as per old ones specs with 3 galvanised brackets (7 x 1m - 7m2) Amend: Shadow clad, remove dispose and replace (19.6m2) <span style="float: right;">Blair</span> Amend: Shadow clad, seal timber (19.6m2)
Elevation - South				Amend: Block, remove – dispose and replace (.5m2) <span style="float: right;">Blair</span>
Foundations				Remove from scope: slab has moved greater than 25mm over 6 meters (slab lasered at 23mm over 6 meters and owner happy) <span style="float: right;">Blair</span>
Internal Garage				Amend: plaster and paint ceiling (20.46m2) <span style="float: right;">Blair</span>
Bathroom				Amend: Standard Bath, impact damage – <del>remove and replace</del> <span style="float: right;">Blair</span> Amend: Tiles, <del>remove - dispose and replace (4m2)</del> to allow bath to be removed
Toilet				Amend: Walls, rake – stop and paint (13.92m2) <span style="float: right;">Blair</span>
Hallway 2 – above stairwell				Amend: Ceiling, rake – stop and paint (2.16m2) <span style="float: right;">Blair</span>
Bedroom – 2 <sup>nd</sup> Right				Amend: Floor, uplift carpet - replace chip board (2.16m2) reinstate carpet <span style="float: right;">Blair</span>
Temporary Accommodation Required:	Yes	No ✓	Reasons: Westpac (Lumley) Insurance.	
Contents Removal Required:	Yes	No ✓		
EQC Sign off:				

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Earthquake Repairs				nubuildhomes ltd		
		Email		info@nubuildhomes.co.nz		
Claim No:	2011/219983	Contractor		Mark Brown		
Claimant:	Michelle Wilson	Address:		P.O Box 42021 Tower Junction		
Site Location:	3/161 Hoon Hay Rd	Accreditation No:		EQRC0941		
EQR Supervisor:	Blair Corkran	Contractor Phone:		021 755 206		
		GST No:		87-841-510		
Date:	8/02/2013	Total Price (Incl. GST)		\$30,128.45		
<b>This Scope Change Summary should be read in conjunction with the EQC Statement of Claim.</b>						
<b>The work described in this document covers the full scope of work stated in EQC Statement of Claim.</b>						
<i>Please Note Bold &amp; Italic writing are amendments</i>						
<b>Exterior</b>	<b>Description of Work/s</b>	<b>Dimension</b>	<b>\$ Rate</b>	<b>Contractors Quote</b>	<b>Room Total</b>	<b>Scope Change</b>
<b>Exterior</b>						
<b>Elevations</b>						
<b>North</b>	Grind out and epoxy fill	4	\$ 45.00	\$ 180.00		
	Remove and relay sill bricks	1.5	\$ 40.00	\$ 60.00		
	Paint summerhill stone	31.5	\$ 30.00	\$ 945.00		
					\$ 1,185.00	
<b>East</b>	Grind out and epoxy fill	10	\$ 45.00	\$ 450.00		
	Paint summerhill stone	51.6	\$ 30.00	\$ 1,548.00		
<b>See Variation</b>	Remove and relay sill bricks	3.5	\$ 40.00	\$ 140.00		
					\$ 2,138.00	
<b>West</b>	<b>Garage door side</b>					
	Grind out and epoxy fill	1	\$ 45.00	\$ 45.00		
	Remove and relay sill bricks	2	\$ 40.00	\$ 80.00		
	Paint summerhill stone	15.6	\$ 30.00	\$ 468.00		
<b>See Variation</b>						
	Rebuild pinus timber balcony					
	on 3 Gal. brackets	7	\$ 500.00	\$ 3,500.00		
	Shadow clad remove dispose					
	replace & sealed	19	\$ 167.00	\$ 3,173.00		
					\$ 7,266.00	
<b>South</b>						
	Grind out and epoxy fill	4	\$ 45.00	\$ 180.00		
	Remove and relay sill bricks	2	\$ 40.00	\$ 80.00		
	Paint summerhill stone	31.5	\$ 30.00	\$ 945.00		
<b>See Variation</b>						
	Block remove dispose replace	1.5	\$ 85.00	\$ 127.50		
					\$ 1,332.50	
<b>Foundations</b>	<b>See Variation</b>					
<b>Garage</b>						
Door	Adjust	1	\$ 120.00	\$ 120.00		
<b>See Variation</b>						
	Rake out plaster & paint	20.46	\$ 27.00	\$ 552.42		
					\$ 672.42	
<b>First Floor</b>						
<b>Bathroom</b>						
Walls	Remove supply lining paper	7.2	\$ 30.00	\$ 216.00		
	paint	12	\$ 19.00	\$ 228.00		

Door	Ease & repaint	1	\$ 180.00	\$ 180.00		
<b>See Variation</b>						
Bath	Standard remove replace	1	\$ 694.00	\$ 694.00		
Tiles	Remove & replace	4	\$ 170.00	\$ 680.00		
					\$ 1,998.00	
<b>Toilet</b>						
Door	Ease & repaint	1	\$ 180.00	\$ 180.00		
<b>See Variations</b>						
Walls	Rake out plaster & paint	13.93	\$ 27.00	\$ 376.11		
					\$ 556.11	
<b>Hallway</b>						
Walls	Rake out plaster & paint	24	\$ 27.00	\$ 648.00		
Trim	Reattach	5	\$ 5.00	\$ 25.00		
Door	Ease & repaint	1	\$ 180.00	\$ 180.00		
<b>Hallway #2</b>						
<b>See Variations</b>						
Ceilings	Rake out plaster & paint	2.16	\$ 27.00	\$ 58.32		
					\$ 911.32	
<b>Bedroom 1st R</b>						
Walls	Rake out plaster & paint	34.08	\$ 27.00	\$ 920.16		
					\$ 920.16	
<b>Bedroom 2nd R</b>						
Window	Gapfill & paint jambs	10	\$ 14.00	\$ 140.00		
Walls	Rake out plaster & paint	30.72	\$ 27.00	\$ 829.44		
<b>See Variations</b>						
Floor	Lift Carpet	10.2	\$ 14.00	\$ 142.80		
	Replace chipboard	2.16	\$ 100.00	\$ 216.00		
Door	Ease & repaint	1	\$ 180.00	\$ 180.00		
Door/wardrobe	Ease	2	\$ 90.00	\$ 180.00		
					\$ 1,688.24	
<b>Lounge Kichen Dining</b>						
<b>See Variations</b>						
Ceiling	Rake out plaster & paint	17.7	\$ 27.00	\$ 477.90		
Walls	Rake out plaster & paint	42.72	\$ 27.00	\$ 1,153.44		
	Rake out plaster & paint	41.28	\$ 27.00	\$ 1,114.56		
					\$ 2,745.90	
<b>Soffit</b>						
<b>See Variation</b>						
	Open roof to repair PC	1	\$ 200.00	\$ 200.00		
					\$ 200.00	
<b>Scaffold</b>						
	Scaffold around Building					
	Size	130	\$ 12.00	\$ 1,560.00		
	Weekly rentalX3	130	\$ 6.00	\$ 780.00		
	inspections	3	\$ 80.00	\$ 240.00		
					\$ 2,580.00	
<b>P&amp;G</b>						
	Builders Clean	1	\$ 350.00	\$ 350.00		
	Rubbish Removal	1	\$ 210.00	\$ 210.00		
	Tip fees	1	\$ 110.00	\$ 110.00		
	labor carpet protection	1	\$ 335.00	\$ 335.00		
	Scoping & site visits	1	\$ 250.00	\$ 250.00		
	Project Management	1	\$ 750.00	\$ 750.00		
					\$ 2,005.00	

	<b>Grand Total with Scope Changes Ext GST</b>			<b>Subtotal (excl. GST)</b>	<b>\$ 26,198.65</b>	<b>\$ 26,198.65</b>
				15.00%	<b>\$ 3,929.80</b>	<b>\$ 3,929.80</b>
	<b>Grand Total with Scope Changes Incl. GST</b>			<b>Total Incl. GST</b>	<b>\$ 30,128.45</b>	<b>\$ 30,128.45</b>

Schedule **E4**      **Defects Liability Certificate**

---

Contract:            - Fletcher EQR  
Claim Number:     - CLM/2011/219983  
Location:            - 3/161 Hoon Hay Road

**End of Defects Liability period**

The Principal is required to issue a Defects Liability Certificate. The NBC SW Standard Conditions rule 13.1 states that:

The Principal must certify to the Contractor when in relation to the Contract Works or a Separate Section of them:

- (a) the Defects Liability Period has ended; and
- (b) the Contractor has completed all minor omissions and corrected all minor defects referred to in rule 12.1; and
- (c) the Contractor has completed agreed deferred work.

**This Certificate**

This is to certify that in accordance with rule 13.1, the above named Contract Works the Defects Liability Period has ended, all deferred work has been completed and all defects have been corrected

The issuing of this certificate does not affect the Contractor's liability to fulfil any obligation in the Contract which remains unperformed or not properly performed.

The Principal has used all reasonable care and skill in the preparation of this Certificate

The certificate cannot be relied on for any other purpose.

Signed by/date:



3 11/01/13

(Date signed)

*Note: For the purposes of this contract the Principal is represented by the Hub Supervisor.*



Phone 03 9814822  
Mobile 021755206  
Email info@nubuildhomes.co.nz

P.O Box 42021  
Tower Junction  
Christchurch 8149

Schedule E1 (a)

**CONTRACTORS PRODUCER STATEMENT FOR CONSTRUCTION  
PS3**

**Contract:** Earthquake Repairs  
**Location:** 161 HoonHay Road

**Contractor:** Nubuildhomes Ltd

**Statement:** I Mark Brown undertook or supervised the following building work and confirm that I am satisfied on reasonable grounds that the work performed is in compliance with the NZ Building Code and, where a building consent is applicable, in compliance with the building consent.

**Description of work covered by this statement:**

**Claim number:** CLM 2011/219983

**As per scope**

Raked out plastered & painted as required  
Painted trim as required.

**Exterior**

Grindout & repointed as required  
Painted Exterior as required

All Variations as required

Signed by:

A handwritten signature in black ink, appearing to read "M. Brown".

M Brown

dated

6/6/2013

# CONSTRUCTION COMPLETION INSPECTION



Claim Number: 2011/219983  
 Customer/Authorised Representative: Michelle Wilson  
 Street Address: 3/161 Hoop Hay Road  
 Contractor: Build Homes

### Description of Works

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Defects

None  
 \_\_\_\_\_  
 \_\_\_\_\_

### Deferred Works

None  
 \_\_\_\_\_  
 \_\_\_\_\_

This is to advise that the earthquake repair work performed under this contract has been reviewed and it has been agreed that works has been completed as per EQC Assessment, Approved EQR Scope and approved Variations, excluding any minor defects or omissions.

### Contractor Signature:

KEN SHANNON [Signature] 5/6/13  
 Print Name Signature Date

### Owner/Agent Signature:

Michelle Wilson [Signature] 5.6.13  
 Print Name Signature Date

### Fletcher Construction Company Ltd - EQR:

Blair Corkran [Signature] 5.6.13  
 Print Name Signature Date

MS-SF0702

## CLM/2011/219983 - Construction Completion Inspection

## Scope Meeting Record - Property Details

<b>Claim Number</b>	CLM/2011/219983	<b>Hub Zone</b>	Middleton Hub
<b>Contractor Name</b>	Nubuild Homes Limited	<b>Supervisor</b>	Blair Corkran
<b>Property Address</b>	3/161 HOON HAY ROAD, HOON HAY	<b>Main Contact Name</b>	MICHELLE WILSON
<b>Customer name</b>	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	<b>Customer Email</b>	[REDACTED]
<b>Home Phone</b>	[REDACTED]	<b>Mobile Phone</b>	[REDACTED]
<b>Date Started</b>	07/06/2013 02:15:18 p.m.	<b>Date Completed</b>	07/06/2013 03:00:00 p.m.

### Description of Works

As per scope contract. The home owner, contractor and supervisor have all signed off on a hard copy form.

### Defects

None

### Deferred Works

None

**This is to advise that the earthquake repair work performed under this contract has been reviewed and it has been agreed that works has been completed as per EQC Assessment, Approved EQR Scope and approved Variations, excluding any minor defects or omissions.**

#### Contractor Signature:

Nubuild Homes

7/06/2013

Name

Signature

Date

#### Owner/Agent Signature:

Michelle Wilson

7/06/2013

Name

Signature

Date

Fletcher Construction Company Ltd - EQR



MS-SF0702

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**CLM/2011/219983 - Construction Completion Inspection**

Blair Corkran

7/06/2013

Name

Signature

Date

Schedule **E3** **Practical Completion Certificate**

---

Contractor: ~ EQC

Location: ~ 3/161 Hoan Hay Road

Principal: ~ Nubuild Homes.

**Practical Completion**

Practical Completion means that the Contract Works, or a Separate Section of them attain Practical Completion when information and warranties listed in the Specific Conditions have been provided and when, except for:-

- (a) Work which the Principal and the Contractor have agreed to defer for completion during the Defects Liability Period and
- (b) minor omissions and minor defects which the Principal and the Contractor agree
  - (i) the Contractor has reasonable grounds for not correcting promptly; and
  - (ii) do not prevent the Contract Works, or a Separate Section of them, from being used for their intended purpose; and
  - (iii) can be corrected without prejudicing the convenient use of the Contract Works or a Separate Section of them,

the Contractor has fulfilled its obligations under the Contract.

**This Certificate**

This is to certify that in accordance with rule 12.1, the Contract Works have been inspected and qualified for Practical Completion on ~.

The Defects Liability period as detailed in rule 13.1 commenced on this date and continue for a period of ~.

The Principal has used all reasonable care and skill in the preparation of this Certificate.

It is provided in accordance with and subject to rule 1.2 Principal's main obligations.

The certificate cannot be relied on for any other purpose.

Signed by/date:  
(contracts supervisor)



5.6.13

(Date signed)

MS-SF0509



## FINAL ACCOUNT AGREEMENT

CLAIM NUMBER:

2	0	1	1	2	1	9	9	8	3
---	---	---	---	---	---	---	---	---	---

**Property Address:** 161 Hoon Hay Rd **Date** 3 May 2013  
 < Hoon Hay **Hub** Middleton  
 < Christchurch **Contracts Supervisor** Blair Corkran  
**Property Contact Name:** M Wilson  
**Contractor Details** Nubuildhomes Ltd **Accreditation No** EQR0941  
**Contact details** Ph. (1) 021755 206 Ph. (2)  
 email info@nubuildhomes.co.nz

Final Contract Value (Ex GST)	\$26198.65
1. MHQSVO134418	\$516.00
Less Previous Payments (Ex GST)	
GST Amount	\$4007.20
Amount for Final payment (Including GST)	\$30721.85

We hereby confirm that this statement represents the full and Final Contract Value and amount outstanding for all matters relating to this subcontract.

Contract Start Date:

Contract Finish Date:

Signature of Contractor: <i>M. Brown</i>	Date: 6/6/2013
Print Name: Mark Brown	
Signature of Contracts Supervisor:	Date:
Print Name:	
Signature of Quantity Surveyor: <i>P. Martin</i>	Date: 13/6/13
Print Name:	

Company Fletcher EQR (division of FCC) as agent for EQC

Printed Date: 27-04-2018

EQC Property ID	Property Address	Vulnerable?	Property F Status	Property Finalisation Indicator
2011013814	3/161 HOON HAY ROAD, HOON HAY		F3 - Complete & Finalised	Some Finalisation has taken place
Main Contractor:	CLOSED OUT-Nubuild Homes Limited ***** (SB92)		Property F2'd By: Peggy Yang	F2 Completed Date: 04-08-2016
Cont Managing Hub:	Blenheim	Not Vulnerable	Property F3'd By: Peggy Yang	F3 Completed Date: 04-08-2016

EQC Claim Number + Address	Project Status	Unmapped Adjmt Lines	Original Budget			Budget Variation			Gross Certified	
			Total OB	Allocated	Unallocated	Total BV	Allocated	Unallocated		Gross Claimed
CLM/2011/076154 3/161 HOON HAY ROAD	E009 F3	0	0.00	0.00	0.00	5,394.22	5,394.22	0.00	5,394.22	5,394.22
CLM/2011/219983 3/161 HOON HAY ROAD	E009 F3	0	22,097.28	22,097.28	0.00	4,617.37	4,617.37	0.00	26,714.65	26,714.65
<b>Property Total</b>		<b>0</b>	<b>22,097.28</b>	<b>22,097.28</b>	<b>0.00</b>	<b>10,011.59</b>	<b>10,011.59</b>	<b>0.00</b>	<b>32,108.87</b>	<b>32,108.87</b>

EQC Claim Number + Address	Assignment	Subcontractor Hub Comments	Workflow Status	Contractor Quote	Adjustment Line Count	Gross Claimed	Gross Certified
CLM/2011/076154 3/161 HOON HAY ROAD	Emergency Works - Primary	CLOSED OUT-J Nolan Enterprises Limited ***** (S670)	COMPLETIONS	285.50	2	285.00	285.00
Allocated To Hub -> Claim File Review Complete							
CLM/2011/076154 3/161 HOON HAY ROAD	Emergency Works - Primary	Bedroom floor repairs not completed - carpet not re-laid. Main access door needs easing ***** (S488)	COMPLETIONS	0.00	1	5,109.22	5,109.22
Allocated To Hub -> Awaiting Claim File Review							
CLM/2011/219983 3/161 HOON HAY ROAD	Substantive Works - Primary	Tarpaulin has fallen off roof and needs to be made weather proof. Seal around windows with RTU. Remove balcony - Repair floor in bedroom. Contractor: B&D Carpenters. CLOSED OUT-Nubuild Homes Limited ***** (SB92)	COMPLETIONS	26,198.65	5	26,714.65	26,714.65
Transmitted To Hub -> Claim File Review Complete							
<b>Property Total</b>				<b>26,484.15</b>	<b>8</b>	<b>32,108.87</b>	<b>32,108.87</b>

No Works Orders on this Property

Claims / Certs / Payables

Company Fletcher EQR (division of FCC) as agent for EQC

Printed Date: 27-04-2018

EQC Property ID	Property Address	Vulnerable?	Property F Status	Property Finalisation Indicator				
2011013814	3/161 HOON HAY ROAD, HOON HAY		F3 - Complete & Finalised	Some Finalisation has taken place				
Main Contractor:	CLOSED OUT-Nubuild Homes Limited ***** (SB92)		Property F2'd By:	Peggy Yang F2 Completed Date: 04-08-2016				
Cont Managing Hub:	Blenheim	Not Vulnerable	Property F3'd By:	Peggy Yang F3 Completed Date: 04-08-2016				
<b>S488</b>	<b>CLOSED OUT-B &amp; D Construction Limited *****</b>							
EQC Claim Num	Line Type	Approval Type	Claim No	Claimed By	Remaining	Claim Date	This Claim	
CLM/2011/076154	E2Emg BV	Emergency Under 50k(Delegated)	7	EQR\KeithD	\$0.00	27-May-2011	\$5,109.22	
EQC Claim Num	Line Type	Approval Type	Cert No	Certified By	Remaining	Certified Date	This Cert	Cert Line Notes
CLM/2011/076154	E2Emg BV	Emergency Under 50k(Delegated)	6	EQR\KeithD	\$0.00	27-May-2011	\$5,109.22	
<b>S488</b>	<b>CLOSED OUT-B &amp; D Construction Limited *****</b>	<b>Total</b>			<b>Claims</b>	<b>\$5,109.22 Certs</b>	<b>\$5,109.22 Payables</b>	<b>\$0.00</b>
<b>S670</b>	<b>CLOSED OUT-J Nolan Enterprises Limited *****</b>							
EQC Claim Num	Line Type	Approval Type	Claim No	Claimed By	Remaining	Claim Date	This Claim	
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	8	EQR\LeeroyC	\$0.50	19-Jan-2012	\$285.00	
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	38	EQR\BruceN	\$0.00	10-Jun-2016	\$0.50	
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	38	EQR\BruceN	\$0.00	10-Jun-2016	-\$0.50	
EQC Claim Num	Line Type	Approval Type	Cert No	Certified By	Remaining	Certified Date	This Cert	Cert Line Notes
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	8	EQR\LeeroyC	\$0.00	19-Jan-2012	\$285.00	
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	35	EQR\BruceN	\$0.00	10-Jun-2016	\$0.50	DCU June'2016 - Unallocated Budget Clearance Finalisation, Blair Jones
CLM/2011/076154	E5Emg BV	Emergency Under 2k (Delegated)	35	EQR\BruceN	\$0.00	10-Jun-2016	-\$0.50	DCU June'2016 - Unallocated Budget Clearance Finalisation, Blair Jones
<b>S670</b>	<b>CLOSED OUT-J Nolan Enterprises Limited *****</b>	<b>Total</b>			<b>Claims</b>	<b>\$285.00 Certs</b>	<b>\$285.00 Payables</b>	<b>\$0.00</b>

Company Fletcher EQR (division of FCC) as agent for EQC

Printed Date: 27-04-2018

**EQC Property ID**    **Property Address**    **Vulnerable?**    **Property F Status**    **Property Finalisation Indicator**

**2011013814**    **3/161 HOON HAY ROAD, HOON HAY**    **F3 - Complete & Finalised**    **Some Finalisation has taken place**

Main Contractor: CLOSED OUT-Nubuild Homes Limited \*\*\*\*\* (SB92)    Property F2'd By: Peggy Yang    F2 Completed Date: 04-08-2016

Cont Managing Hub: Blenheim    Not Vulnerable    Property F3'd By: Peggy Yang    F3 Completed Date: 04-08-2016

**SB92**    **CLOSED OUT-Nubuild Homes Limited \*\*\*\*\***

EQC Claim Num	Line Type	Approval Type	Claim No	Claimed By	Remaining	Claim Date	This Claim	Remaining	Certified Date	This Cert	Cert Line Notes
CLM/2011/219983	Subst OB	Substantive Works	47	EQR\PauiMa	\$0.00	13-Jun-2013	\$22,097.28	\$0.00	13-Jun-2013	\$22,097.28	Inv#0091
CLM/2011/219983	Subst BV	Scope Alternative	47	EQR\PauiMa	\$0.00	13-Jun-2013	\$4,101.37	\$0.00	13-Jun-2013	\$4,101.37	Inv#0091
CLM/2011/219983	Subst BV	Variation	47	EQR\PauiMa	\$0.00	13-Jun-2013	\$516.00	\$0.00	13-Jun-2013	\$516.00	Inv#0091
<b>EQC Claim Num</b>	<b>Line Type</b>	<b>Approval Type</b>	<b>Cert No</b>	<b>Certified By</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>
CLM/2011/219983	Subst OB	Substantive Works	44	EQR\PauiMa	\$0.00	13-Jun-2013	\$22,097.28	\$0.00	13-Jun-2013	\$22,097.28	Inv#0091
CLM/2011/219983	Subst BV	Scope Alternative	44	EQR\PauiMa	\$0.00	13-Jun-2013	\$4,101.37	\$0.00	13-Jun-2013	\$4,101.37	Inv#0091
CLM/2011/219983	Subst BV	Variation	44	EQR\PauiMa	\$0.00	13-Jun-2013	\$516.00	\$0.00	13-Jun-2013	\$516.00	Inv#0091
<b>SB92</b>	<b>CLOSED OUT-Nubuild Homes Limited ***** Total</b>										
							<b>Claims</b>	<b>\$26,714.65 Certs</b>			<b>\$26,714.65 Payables</b>
<b>Property Total</b>							<b>Claims</b>	<b>\$32,108.87 Certs</b>			<b>\$32,108.87 Payables</b>

No Open Complaints / Remedial Issues on this Property

**Finalisation Documents**

EQC Claim Number	Document Type	Hub Zone	File Last Modified Date
CLM/2011/219983	Construction Completion Inspection		07/06/2013
CLM/2011/219983	Construction Completion Inspection	Middleton Hub	04/10/2013
CLM/2011/219983	Final Account Agreement	Middleton Hub	04/10/2013
CLM/2011/219983	Defects Liability Certificate	Middleton Hub	04/10/2013
CLM/2011/219983	Practical Completion Certificate (PCC)	Middleton Hub	04/10/2013
<b>Property Total</b>			<b>Finalisation Documents Present: 5</b>

No Technical Services Referrals on this Property

Company Fletcher EQR (division of FCC) as agent for EQC

Printed Date: 27-04-2018

EQC Property ID	Property Address	Vulnerable?	Property F Status	Property Finalisation Indicator
2011013814	3/161 HOON HAY ROAD, HOON HAY		F3 - Complete & Finalised	Some Finalisation has taken place
Main Contractor:	CLOSED OUT-Nubuild Homes Limited ***** (SB92)		Property F2'd By: Peggy Yang	F2 Completed Date: 04-08-2016
Cont Managing Hub:	Blenheim	Not Vulnerable	Property F3'd By: Peggy Yang	F3 Completed Date: 04-08-2016

**Asbestos Test Information**

EQC Claim Number	Claim Address	Asbestos Test Required?	Asbestos Test Result
CLM/2011/076154	3/161 HOON HAY ROAD	<NOT SPECIFIED>	<NOT SPECIFIED>
CLM/2011/219983	3/161 HOON HAY ROAD	<NOT SPECIFIED>	<NOT SPECIFIED>

**Property Total** Number of Claims: 2

**Contractors**

Contractor	Accreditation Status	Accreditation Number	Classification	Type of Work on the Property
S488	Rationalised	EQRC0744	Main Contractor	Emergency Works
S670	Rationalised	EQRC0249	Main Contractor	Emergency Works
SB92	Accredited	EQRC0941	Main Contractor	Substantive Works

**Property Total** Number of Contractors: 3

MS-SF0409



EXEMPT BUILDING WORK  
FILE RECORD

CLAIM NUMBER:

2011 219983

THIS IS A RECORD OF THE DECISION TO COMPLETE EARTHQUAKE REPAIRS WITHOUT BUILDING CONSENT. THE WORKS DESCRIBED HAVE BEEN DETERMINED AS EXEMPT FROM THE NEED FOR BUILDING CONSENT.

PROPERTY ADDRESS: 3 / 161 Lyttelton Street

DATE 5.6.2013

HUB Middleton

PROPERTY CONTACT NAME: Michelle Wilson

CONT. SUPERVISOR

CONTACT DETAILS: PH.(1) EMAIL:

Blair Corkran

PH.(2)

CONTRACTOR: Nubuild Homes

SITE SUPERVISOR NAME: Blair Corkran

CONTACT DETAILS: PH. EMAIL:

A brief description of the work is as follows (and as otherwise described within the body of the claim file);

No consentable building work was undertaken at 3/161 Lyttelton Street.

Accordingly I have determined that this work is exempted under Schedule 1(.....)of the Building Act 2004

This assessment and record was completed by myself as an authorised agent of The Fletcher Construction Company Limited, acting under the delegated authority of the company to determine exempted work on behalf of the owner.

Provided to homeowner/agent Name)..... Date.....  
Provided to the property owner or his/her authorised agent on request only).

<sup>1</sup> The homeowners/agents authority to apply Exemption status is given in the Building Act 2004, Schedule 1, this exemption information is supported by supplementary guidance issued by The Department of Building & Housing and by the relevant Councils (i.e. - CCC Form B390).

<sup>2</sup> Only work prescribed within Schedule 1(a- j) and (m & n)of the Building Act 2004 is recorded on this form.

<sup>3</sup> Work Exempted under Schedule 1(k) of the Building Act 2004 is not to be recorded on this form. Claimants should refer to the formal "Exemption from building consent" records of the relevant City or District Council. (viewing EQR Aconex File Recording System may assist).

For background information refer to 'Your guide to the repair process (with Fletcher EQR)' the home owners information bulletin issued by EQR staff, usually the Community Liaison Officer, just prior to or at the time of the scoping of the works.

This record applies to earthquake damaged residential buildings in the Canterbury Region following earthquake events of 2010/2011.

Building remediation work for the majority of Fletcher EQR projects is completed by Licensed Building Practitioners.

Quote checked 12.12.13.

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Earthquake Repairs				nubuildhomes ltd		
		Email				
Claim No:	2011/219983	Contractor				
Claimant:	Michelle Wilson	Address:				
Site Location:	3/161 Hoon Hay Rd	Accreditation No:				
EQR Supervisor:	Blair Corkran	Contractor Phone:				
		GST No:				
Date:	8/02/2013	Total Price (Incl. GST)				
This Scope Change Summary should be read in conjunction with the EQC Statement of Claim.						
The work described in this document covers the full scope of work stated in EQC Statement of Claim.						
<i>Please Note Bold &amp; Italic writing are amendments</i>						
Exterior	Description of Work/s	Dimension	\$ Rate	Contractors Quote	Room Total	Scope Change
Exterior						
Elevations						
North	Grind out and epoxy fill	4	\$			
	Remove and relay sill bricks	1.5	\$			
	Paint summerhill stone	31.5	\$			
East	Grind out and epoxy fill	10	\$			
	Paint summerhill stone	51.8	\$			
See Variation	Remove and relay sill bricks	3.5	\$			
West	<b>Garage door side</b>					
	Grind out and epoxy fill	1	\$			
	Remove and relay sill bricks	2	\$			
	Paint summerhill stone	15.6	\$			
See Variation						
	Rebuild pinus timber balcony on 3 Gal. brackets	7	\$			
	Shadow gled remove dispose replace & sealed	19	\$			
South						
	Grind out and epoxy fill	4	\$			
	Remove and relay sill bricks	2	\$			
	Paint summerhill stone	31.5	\$			
See Variation						
	Block remove dispose replace	1.5	\$			
Foundations	See Variation					
Garage						
Door	Adjust	1	\$			
See Variation						
	Rake out plaster & paint	20.46	\$			
First Floor						
Bathroom						
Walls	Remove supply lining paper	7.2	\$			
	paint	12	\$			



	Grand Total with Scope Changes Ext. GST		Subtotal (excl. GST)	\$	
			15.00%	\$	
	Grand Total with Scope Changes Incl. GST		Total Incl. GST	\$	

MS-SF0505 Variation to Works Order



Claim Number	2011/219983	Contractor Name	Nubuild Homes
Customer Name		Supervisor	Blair Coburn
Main Contact	Michelle Wilson	Date	18.4.2013
Property Address	3/161 Hooh Hay Road	Customer email	
Phone		QS Name	

For all Variations please contact your Contract Supervisor before proceeding with any work. This section must be filled out by the contractor in full with as much supporting information as possible: Descriptions, Repair Strategies, Quantities, Units, Rates, Photos where appropriate - The contractor must ensure the reason for the variation is clearly stated (For example - unforeseen additional scope required, alternative repair strategy required etc...) and that works to be undertaken have not been previously allowed for.

Section 1 Completed by Contractor

Reason for Submitting a Variation  
 Wall cracks in Internal garage when boxes were removed.

Item	Description	Quantity	Unit	Rate	Amount
1	Internal Garage - Block Walls, grind and remortar	4 lin			
2	Internal Garage - Block Walls, paint walls with elastomeric paint	9.8m <sup>2</sup>			
<b>APPROVED</b>					
Total					

Section 2 Completed by Contract Supervisor

Work sighted Yes  No

Notes

Name Blair Coburn Date 22.4.13 Signature [Signature]

Section 3 Completed by EQC Representative

Instruction given for work to proceed Yes  No  Work sighted Yes  No

Notes Internal block wall cracks.

Name Bruce Spence Date 23/4/13 Signature [Signature]

Section 4 Completed by Quantity Surveyor

Claimed \$ \_\_\_\_\_ Hub Name Middiston

Variation Total \$ \_\_\_\_\_ Hub Number 6 E 009

Tax Invoice/Payment Claim No. MHQSV013448

Name Barry Farnon Date 24/4/13 Signature [Signature]

# CONSTRUCTION COMPLETION INSPECTION



Claim Number: 2011/219983  
 Customer/Authorised Representative: Michelle Wilson  
 Street Address: 3/161 Hoop Hay Road  
 Contractor: Build Homes

### Description of Works

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Defects

None  
 \_\_\_\_\_  
 \_\_\_\_\_

### Deferred Works

None  
 \_\_\_\_\_  
 \_\_\_\_\_

This is to advise that the earthquake repair work performed under this contract has been reviewed and it has been agreed that works has been completed as per EQC Assessment, Approved EQR Scope and approved Variations, excluding any minor defects or omissions.

### Contractor Signature:

KEN SHANNON [Signature] 5/6/13  
 Print Name Signature Date

### Owner/Agent Signature:

Michelle Wilson [Signature] 5.6.13  
 Print Name Signature Date

### Fletcher Construction Company Ltd - EQR:

Blair Corkran [Signature] 5.6.13  
 Print Name Signature Date

## EQR Adjustment Line Management Listing: ALL EQR PA Adjustments (including CRP Budgets)

CLM/2011/076154 – 3/161 HOON HAY ROAD, HOON HAY

Resource	Project/ Hub	Agreement	Line Type	Value	Approval Type	Approval Status	ECM Assignment	Date	Description	Works Order Number
S488	E009	Bruce Darrin John T/A B & D Carpenters & Joiners (S488) - Hub 6 Middleton (E009)	E2Emg BV	5109,2200	Emergency Under 50k (Delegated)	Approved	Emergency Works - Primary - 06 May 2011	26 May 2011	E009/B&D CARPENTERS EMERGENCY 187980	
S670	E009	J Nolan Enterprises Limited (S670) - Hub 6 Middleton (E009)	E5Emg BV	285,5000	Emergency Under 2k (Delegated)	Approved	Emergency Works - Primary - 31 Oct 2011	19 Jan 2012	3/161 HOON HAY ROAD, HOON HAY	
S670	E009	J Nolan Enterprises Limited (S670) - Hub 6 Middleton (E009)	E5Emg BV	-0,5000	Emergency Under 2k (Delegated)	Approved	Emergency Works - Primary - 31 Oct 2011	19 Jan 2012	DCU Jun'15- Unallocated Bldgt Clearance Finalisation	

Generated Date: 23-05-2018 12:26:06 AM

Property / EQC Claim Number / Address

EQC Property ID	2011013814	3/161 HOON HAY ROAD, HOON HAY					
Selected Claim	CLM/2011/076154	3/161 HOON HAY ROAD, HOON HAY					
Project	E000 - Hub 6 Middleton Contract Works						
Adj Type (Status)	EQR Historical Costs (F3)						
Line Res Agreement	Bruce Darrin John TIA B & D Carpentiers & Joiners (S488)						
Line Res	Agreement	Line Type	Approval Type	Status	Line Date	Line Value	Description
2	S488	EZEmg BV	Emergency Under 50k(Delegated)	Approved	26-May-2011	\$5,109.22	E000/B&D CARPENTERS EMERGENCY 187980
		<b>Cert No</b>	<b>Certified By</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>
		6	EQR/KeithD	\$0.00	27-May-2011	\$5,109.22	
		<b>Claim No</b>	<b>Claimed By</b>	<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>	
		7	EQR/KeithD	\$0.00	27-May-2011	\$5,109.22	
		<b>ECM Assignment</b>					
		Emergency Works - Primary - 06-May-2011 - Middleton Hub					
		Allocated To Hub					
3	S670	J Nolan Enterprises Limited (S670)	Emergency Under 2k (Delegated)	Approved	19-Jan-2012	\$285.50	3/161 HOON HAY ROAD, HOON HAY
		<b>Cert No</b>	<b>Certified By</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>
		8	EQR/LeeroyC	\$0.00	19-Jan-2012	\$285.00	
		<b>Cert No</b>	<b>Certified By</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>
		35	EQR/BruceN	\$0.00	10-Jun-2016	\$0.50	DCU June 2016 - Unallocated Budget Clearance Finalisation. Blair Jones
		<b>Claim No</b>	<b>Claimed By</b>	<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>	
		8	EQR/LeeroyC	\$0.50	19-Jan-2012	\$285.00	
		<b>Claim No</b>	<b>Claimed By</b>	<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>	
		38	EQR/BruceN	\$0.00	10-Jun-2016	\$0.50	
		<b>ECM Assignment</b>					
		Emergency Works - Primary - 31-Oct-2011 - Middleton Hub					
		Allocated To Hub					
		Claim File Review Complete					
4	S670	J Nolan Enterprises Limited (S670)	Emergency Under 2k (Delegated)	Approved	19-Jan-2012	-\$0.50	DCU Jun 16-Unallocated Bdggt Clearance Finalisation
		<b>Cert No</b>	<b>Certified By</b>	<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>
		35	EQR/BruceN	\$0.00	10-Jun-2016	-\$0.50	DCU June 2016 - Unallocated Budget Clearance Finalisation. Blair Jones
		<b>Claim No</b>	<b>Claimed By</b>	<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>	
		38	EQR/BruceN	\$0.00	10-Jun-2016	-\$0.50	
		<b>ECM Assignment</b>					
		Emergency Works - Primary - 31-Oct-2011 - Middleton Hub					
		Allocated To Hub					
		Claim File Review Complete					
<b>Claim Subtotals - CLM/2011/076154</b>				<b>Claims</b>	<b>Certs</b>	<b>Payables</b>	<b>Budget</b>
				\$5,384.22	\$5,394.22	\$0.00	\$5,394.22

Property / EQC Claim Number / Address	Line	Res	Agreement	Line Type	Approval Type	Status	Line Date	Line Value	Description																
CLM/2011/219983	1	S000		EQC OB	EQC Original Budget	Approved	22-Feb-2013	\$22,097.28	EQC - Original Budget																
<b>ECM Assignment</b>																									
Substantive Works - Primary - 07-Dec-2011 - Middleton Hub																									
	2	S000		EQC OB	EQC Budget Spend	Approved	22-Feb-2013	-\$22,097.28	3/161 HOON HAY ROAD, HOON HAY																
<b>ECM Assignment</b>																									
Substantive Works - Primary - 07-Dec-2011 - Middleton Hub																									
	3	SB92	Nubuild Homes Limited (SB92)	Subst OB	Substantive Works	Approved	22-Feb-2013	\$22,097.28	3/161 HOON HAY ROAD, HOON HAY																
		<b>Cert No</b>		<b>Certified By</b>		<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>																
		44		EQR\PaulMa		\$0.00	13-Jun-2013	\$22,097.28	Inv#0091																
		<b>Claim No</b>		<b>Claimed By</b>		<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>																	
		47		EQR\PaulMa		\$0.00	13-Jun-2013	\$22,097.28																	
<b>ECM Assignment</b>																									
Substantive Works - Primary - 07-Dec-2011 - Middleton Hub																									
	4	SB92	Nubuild Homes Limited (SB92)	Subst BV	Scope Alternative	Approved	22-Feb-2013	\$4,101.37	3/161 HOON HAY ROAD, HOON HAY																
		<b>Cert No</b>		<b>Certified By</b>		<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>																
		44		EQR\PaulMa		\$0.00	13-Jun-2013	\$4,101.37	Inv#0091																
		<b>Claim No</b>		<b>Claimed By</b>		<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>																	
		47		EQR\PaulMa		\$0.00	13-Jun-2013	\$4,101.37																	
<b>ECM Assignment</b>																									
Substantive Works - Primary - 07-Dec-2011 - Middleton Hub																									
	5	SB92	Nubuild Homes Limited (SB92)	Subst BV	Variation	Approved	13-Jun-2013	\$516.00	3/161 HOON HAY ROAD, MHQSV0134418																
		<b>Cert No</b>		<b>Certified By</b>		<b>Remaining</b>	<b>Certified Date</b>	<b>This Cert</b>	<b>Cert Line Notes</b>																
		44		EQR\PaulMa		\$0.00	13-Jun-2013	\$516.00	Inv#0091																
		<b>Claim No</b>		<b>Claimed By</b>		<b>Remaining</b>	<b>Claim Date</b>	<b>This Claim</b>																	
		47		EQR\PaulMa		\$0.00	13-Jun-2013	\$516.00																	
<b>ECM Assignment</b>																									
Substantive Works - Primary - 07-Dec-2011 - Middleton Hub																									
	<table border="0" style="width: 100%;"> <tr> <td style="width: 10%;"><b>Claims</b></td> <td style="width: 10%;"><b>\$26,714.65</b></td> <td style="width: 10%;"><b>Certs</b></td> <td style="width: 10%;"><b>\$26,714.65</b></td> <td style="width: 10%;"><b>Payables</b></td> <td style="width: 10%;"><b>\$0.00</b></td> <td style="width: 10%;"><b>Budget</b></td> <td style="width: 10%;"><b>\$26,714.65</b></td> </tr> <tr> <td><b>Claims</b></td> <td><b>\$32,108.87</b></td> <td><b>Certs</b></td> <td><b>\$32,108.87</b></td> <td><b>Payables</b></td> <td><b>\$0.00</b></td> <td><b>Budget</b></td> <td><b>\$32,108.87</b></td> </tr> </table>									<b>Claims</b>	<b>\$26,714.65</b>	<b>Certs</b>	<b>\$26,714.65</b>	<b>Payables</b>	<b>\$0.00</b>	<b>Budget</b>	<b>\$26,714.65</b>	<b>Claims</b>	<b>\$32,108.87</b>	<b>Certs</b>	<b>\$32,108.87</b>	<b>Payables</b>	<b>\$0.00</b>	<b>Budget</b>	<b>\$32,108.87</b>
<b>Claims</b>	<b>\$26,714.65</b>	<b>Certs</b>	<b>\$26,714.65</b>	<b>Payables</b>	<b>\$0.00</b>	<b>Budget</b>	<b>\$26,714.65</b>																		
<b>Claims</b>	<b>\$32,108.87</b>	<b>Certs</b>	<b>\$32,108.87</b>	<b>Payables</b>	<b>\$0.00</b>	<b>Budget</b>	<b>\$32,108.87</b>																		

Printed Date: 25-04-2018

Company Fletcher EQR (division of FCC) as agent for EQC  
 Profit Centre 350 - Fletcher EQR (division of FCC) as agent for EQC

EQC Claim Number / Address Vendor (Payables)	Source	Period	Date	Batch	Voucher No	Invoice No	Order No	Description	Value
<b>CLM/2011/076154 - 3/161 HOON HAY ROAD, HOON HAY</b>									
Project	E009 - Hub 6 Middleton Contract Works								
Resource	S488 - CLOSED OUT-B & D Construction Limited *****								
	Subcontractors	May-2011	27-May-2011	538	Inv.	SubsClaim No. 7		E009/B&D CARPENTERS EMERGENCY 187980	\$5,109.22
<b>S488 Resource Total</b>									<b>\$5,109.22</b>
<b>Resource S670 - CLOSED OUT-J Nolan Enterprises Limited *****</b>									
	Subcontractors	Jan-2012	19-Jan-2012	2160	.03	SubsClaim No. 8		3/161 HOON HAY ROAD, HOON HAY	\$285.00
	Subcontractors	Jun-2016	10-Jun-2016	10825	DCU 10/6/2016	SubsClaim No. 38		3/161 HOON HAY ROAD, HOON HAY	\$0.50
	Subcontractors	Jun-2016	10-Jun-2016	10825	DCU 10/6/2016	SubsClaim No. 38		DCU Jun'16-Unallocated Bdgt Clearance Finalisation	-\$0.50
<b>S670 Resource Total</b>									<b>\$285.00</b>
<b>E009 Project Total</b>									<b>\$5,394.22</b>
<b>CLM/2011/076154 - 3/161 HOON HAY ROAD, HOON HAY Total</b>									<b>\$5,394.22</b>

# EMERGENCY WORK DAILY SITE REPORT

ASSESSMENT REPORT (Circle Option)

Emergency Spreadsheet

Hub	Middleton	Suburb	Hoon Hay
Claim Number	2011/076154	Contractor	BALD
Name	Mrs Michelle Wilson	Supervisor	DECLA
Address	3/161 Hoon Hay Road	Report Date	09/05/11
Address 2			
Source of query		Work Start Date	
Work Order No		Work Finish Date	

Category	Status					Notes
	24hr	48hr	3-5 days			
Urgency						<b>Essential Information</b> - ask owner to contact EQC 0800 326 243
Owner to provide claim #	Yes	No				
Local Hub contacted	Yes	No				
Safe	Yes	No				
Secure	Yes	No				
Weather tight	Yes	No				
Sanitary	Yes	No				
Chimney work	Yes	No				
Danger to neighbouring properties	Yes	No				
Winter heating claim (primary heat source lost)	Yes	No				
Special needs	Elderly	Medical	Young Family	Stressed	Other	
Structural report required	Yes	No				
Building consent required	Yes	No				
Land Issues? Liquefaction, other etc	Yes	No				
Lab. & Mat. sid rates	Yes	No				\$45.00 plus GST and 7.5%
Observations	Claimant Called Cause She Needs Emergency Work Done On Her Property. Claimant Had Put Up A Tapolin To Make Her Roof Weather Tight But Has Fallen Cause Of The Rain. Would Like To Get Someone In To Make Her House Weather Tite Before Rain Gets Worse.					
Actions Required	SEAL AROUND WINDOWS WITH RTU. REMOVE BALCONY, MANUFACTURE FLASHING TO GO BETWEEN SHADOWCLAD JOINT. REPAIR FLOOR IN BED ROOM.					

COMPLETION REPORT (Circle Option)

Peace of mind issues	Yes	No	
Emergency Works Complete?	Yes	No	

HOMEOWNER COMMENTS

--

SIGN OFF

	Signature	Name	Date
Owner/Tenant Name			
Supervisor Name			

**ECM – CRM Report**

Claim Number CLM/2011/076154 Claimant Name MICHELLE WILSON FAMILY TRUST AND  
 Claimant Address 3/161 HOON HAY ROAD, HOON HAY

**Additional Clean Heat Information:**

Is Clean Heat Claim No  
 Urgent Clean Heat Repair No  
 Is Primary Heat Source No  
 At Imminent Risk of Collapse No  
 Claimant in Vulnerable Category No  
 Claimant Has Medical Issues No

**Clean Heat:**

Date of Contact  
 Description

**Cost Summary:**

Work Type Emergency Works Current Budget Cost \$6,203.35  
 Payment Status Partial Total Actual \$6,203.35

**Payment Details (Incl. GST):**

Work Type	Repair Value	Total Value	Payment Status	Invoice Date
Emergency Works	\$327.75	\$339.23	Partial	31/01/2012
Emergency Works	\$5,875.60	\$6,081.25	Partial	7/06/2011

## ECM – CRM Report

### Assignment:

Actual Start	Actual Finish	18/01/2012
Assigned Contractor	CLOSED OUT-J Nolan Enterprises Limited *****	
Assigned Supervisor	Doug McDougall	
Assignment Type	Emergency Works - Primary	
Hub	Middleton Hub	
Hub Comments	Bedroom floor repairs not completed - carpet not re-laid. Main access door needs easing.	
Status	Completed	
Exception Reason		
Claim Status Date	15/02/2013	
Central Office Status	Allocated To Hub	
Hub Status	Claim File Review Complete	
EQR Received Date	31/10/2011	
Hub Received Date		
Scoped Date		
Quote Received Date		
WO Issued Date		
Planned Start		
Planned Finish		

## ECM – CRM Report

### Assignment:

Actual Start	Actual Finish	17/05/2011
Assigned Contractor	CLOSED OUT-B & D Construction Limited *****	
Assigned Supervisor	Declan Bransfield	
Assignment Type	Emergency Works - Primary	
Hub	Middleton Hub	
Hub Comments	Tarpaulen has fallen off roof and needs to be made weather proof. Seal around windows with RTU. Remove balcony.. Repair f	
Status	Completed	
Exception Reason		
Claim Status Date	18/05/2011	
Central Office Status	Allocated To Hub	
Hub Status	Awaiting Claim File Review	
EQR Received Date	6/05/2011	
Hub Received Date		
Scoped Date		
Quote Received Date		
WO Issued Date		
Planned Start		
Planned Finish		

DATE: 14/02/12

SEPTMBER CLAIM NO:

SUPERVISOR: Blair Corkran

FEBRUARY CLAIM NO: 2011/076154

CONTRACTOR: AS Whiteside.

JUNE CLAIM NO: 2011/219983

Good morning/afternoon, my name is ..... I am writing on behalf of Fletchers Construction. We have been appointed by EQC to undertake your property repairs.

1. Am I speaking to (name) ..... Michelle Wilson

Are you the owner of (address) ..... 3/161 Moon Hay Road

Are you living at this address or is it tenanted? ..... (LIVING THERE) TENANTED

If speaking to tenant, ask for phone number of owner.....

Name of OWNER:

If property-managed, ask for contact details.....

Name of COMPANY:

Phone:

Phone:

I would like to arrange a time and date for a Fletcher-supervisor and builder to visit your property but could I ask you a few questions before we visit?

2. Are you aware of the options available for your repairs?

	YES	NO
1) Fletchers can manage your repairs completely. They will designate a builder and supervise the repairs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2) You can nominate the builder and Fletchers will manage the whole project.	<input type="checkbox"/>	<input type="checkbox"/>

The builder must be accredited... If not, they need to sign up with Fletchers call 033419900...

3) Opt out- You can nominate the builder, he will quote and send quotes back to EQC, once a price has been agreed the builder will start work. Fletchers will have no role in the project. To OPT OUT you need to contact EQC (Call centre or internet) - they will send you all the forms to sign.

... And a few quick questions...

	YES	NO
Are you available for the contractor to begin repairs at any time? (holidays etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you been paid out by EQC for your property?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there any evidence of liquefaction on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the property have special status such as Historic/Heritage/Character Home?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you know if the property has any issues such as 'leaky home' or asbestos?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does anyone living in the property have health problems, or is elderly, or do you have children under 16?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are there any hazards on the property such as dogs, pot holes, etc?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can the contractors use your facilities - power, water, toilet, etc?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Amount? Had an driveway, give new

Aslana.

Emergency dog.

It may be necessary to live away from the property for a while once building commences. The supervisor will discuss this with you but it would be a good idea to think of your options now, just in case. (Check your insurance contents policy - it may cover temporary accommodation)

Thank you for your time and assistance. We will email you with confirmation of the time & date for your scope. Or would you prefer a letter by post?

Email address (check address on SOD):

DATE OF SCOPE: Friday 17/02/12

TIME: 11:30am.

X.

MS-SF0506



## CLAIM FILE REVIEW

CLAIM NUMBER 2 0 1 1 2 1 9 9 8 3

Property Address

3/181 Hoon Hay Road  
Hoon Hay  
Christchurch

Date

Hub Middleton

- The steps of this Claim File Review align with the Quality Checks shown in the claim proces diagrams. Reviews for each section should be carried out at that step of the claim process.
- It is intended for use with Claims processed using current procedures - Older Claims may have differing document requirements.
- Where possible all hardcopy documents should be scanned into Sharepoint prior to ticking that they are present.

11

## CONTRACTS ADMIN

DATE

QUALITY CHECK

The following documents are required for all claims

- EQC Claim Assessment
- EQC Estimate\*
- Appointment Booking Form
- Letter - Confirmation of Appointment
- Site Scope Meeting Record
- Scope Change Summary (EQC Approved)
- Asbestos Scoping Checklist
- Electrical Assessment Checklist

The following additional documents are required is the associted criteria is present

New Primary Contact Required = YES

 Authorised Contact Form

Relocation required = YES

 Insurance Advice Note Relocation Initiation Letter - Relocation of Contents

Asbestos Test Req'd = YES

 Asbestos Test Report

Electrical Assessment Req'd = YES

 Electrical Assessment

Technical Input = NO

 Exempt Building Record

Technical Input Required = YES

 Building Consent GeoTech Reports / Specifications Engineers Reports / Specifications Specialist Contractor Reports Architects Reports / Specification Producer Statement - Design (PS1)

Any File Notes

 EQC File Note EQR File Note

17

## QS ADMIN

DATE

QUALITY CHECK

The following documents are required for all claims

- Contractor Quote\*
- SSSP
- SSSP Evaluation
- Works Order\*

The following additional documents are required is the associted criteria is present

High Risk Work = YES

 Task Analysis Task Analysis Evaluation

File Notes

 EQC File Note EQR File Note

Documents with \* are finacial documents and are filed in the Commercial Folder

MS-SF0506

## CLAIM FILE REVIEW

## 25 CONTRACTS ADMIN

DATE 

QUALITY CHECK

The following documents are required for all claims

- Site Commencement Meeting Record
- Specification of Finishes
- Project Monitoring Checklist
- Construction Completion Inspection
- Practical Completion Certificate
- Contractor Performance Evaluation

The following additional documents are required if the associated criteria is present

- Health and Safety Site Audit [ if completed ]
- Repair Management Assessment [ if completed ]

Variations = YES

- Variation Submittal(s)  File Note (if completed)

Asbestos Test = POSITIVE

- Air Clearance Certificate

Chimney Replacement Programme = YES

- Installer Declaration PS3  Building Consent
- Installer / Supplier Warranties  Chimney Audit
- Homeowner Declaration

## 28 QS ADMIN

DATE 

QUALITY CHECK

The following documents are required for all claims

- Construction Budget\*
- Contractor Payment Claim\*
- Final Account Agreement\*
- Payment Certificate

The following additional documents are required if the associated criteria is present

Payment Schedule Required = YES

- Payment Schedule\*

Building Consent = YES

- Producer Statement (PS3) - Const.

File Notes

- EQC File Note  EQR File Note

Documents with \* are financial documents and are filed in the Commercial Folder

## 33 OFFICE CO-ORDINATOR

DATE 

QUALITY CHECK

The following documents are required for all claims

- Defects Liability Certificate

The following additional documents are required if the associated criteria is present

if any defects during DLP

- Corrective Action

Technical Input Required = YES

- Prod. Statement - Const. Review(PS4)

FINAL HUB FILE CHECK - Check of Complete: Claim File to ensure all required documents are present

- All Required documents present
- All additional documents present

## 35 ARCHIVE MANAGER - CENTRAL OFFICE

DATE 

QUALITY CHECK

- Final File Check Complete
- Claim transferred to Archive

50

# CONSTRUCTION BUDGET



The purpose of this form is to compare actual costs with the EOC estimate.

\*\* All amounts are GST EXCLUSIVE unless otherwise noted

<b>Element:</b> Midvale Water	<b>Contractor:</b> HULLS CONSTRUCTION (NZ) LTD
<b>Class No:</b> 204/21881	<b>Accountable No:</b> EOC0001
<b>Site Address:</b> 3111 Moorhau Road	<b>COF No:</b> 84-719-001
<b>Site No:</b> 1000-1001	<b>Work:</b> P1 - 11.0000 P000 - 001.0000
<b>Site No Extension:</b> Blue Carbon	<b>CD:</b> 10/10/11
	<b>Date:</b> 10 Feb 2013

Construction Budget	EOC	Contractor	%	EOC Sign	Date
EOC Estimate and Main Contractor quote EXCL GST	\$ 22,697.28	\$ 26,199.05	115.04%		
Add correct calculator error	\$ -	\$ -			
Add CCMBT rate resolution	\$ -	\$ -			
Minus for fire contractor related	\$ -	\$ -			
Minus Chimney Reserve (for CRP job)	\$ -	\$ -			
<b>Subcontract Budget and Balder Quote</b>	<b>\$ 22,697.28</b>	<b>\$ 26,199.05</b>	<b>115.04%</b>		
Add Approved Scope Changes	\$ 5,415.55	\$ -			
Emergency work part of EOC					
Other					
Other					
<b>Approval Construction Budget</b>	<b>\$ 27,732.33</b>	<b>\$ 26,199.05</b>	<b>94.47%</b>		

Contractor Quote is with EOC Estimate  **EOC 001**

Construction Budget is to suit quote EOC for contract  **EOC 002**

*B. Jones* EOC IN R ESTIMATOR  
MIDDLETON HRB

Non-contractor costs	EOC	Costs	%	EOC Sign	Date
Subsidiary Removal					
Tip Fees					
Roadworks					
Contact Measurement Fees					
Other					
Other					
Scoping					
Other					
EOC approved increase	\$ -	\$ -			
<b>Total Non-contractor costs</b>	<b>\$ -</b>	<b>\$ -</b>			

Emergency Replacement Program	EOC	Actual
CCMBT CRP Reserve	\$ -	\$ -
CRP Budget Increase	\$ -	\$ -
CRP Bulkers Work Quote	\$ -	\$ -
CRP Heat Appliance Quote	\$ -	\$ -
Historic CRP Use \$	\$ -	\$ -
Historic CRP Bulkers Works \$	\$ -	\$ -
<b>CRP Budget</b>	<b>\$ -</b>	<b>\$ -</b>

Emergency Work Historical	EOC	Actual
Historical Emergency Works Costs		
1 Emergency Works E2	\$ 5,100.22	\$ 5,100.22
2 Emergency Works E3	\$ -	\$ -
3 Emergency Works E4	\$ -	\$ -
4 Emergency Works E5	\$ -	\$ -
<b>Total Emergency Works Costs</b>	<b>\$ 5,100.22</b>	<b>\$ 5,100.22</b>

Variance Orders (VO)	EOC	Contractor	%	EOC Sign	Date
VO 1	\$ -	\$ -			
VO 2	\$ -	\$ -			
VO 3	\$ -	\$ -			
VO 4	\$ -	\$ -			
VO 5	\$ -	\$ -			
<b>Revised Construction Budget</b>	<b>\$ 27,732.33</b>	<b>\$ 26,199.05</b>	<b>94.47%</b>		

<b>TOTAL ADJUSTMENTS</b>	<b>\$ 22,811.55</b>	<b>\$ 21,307.67</b>
	<b>EOC</b>	<b>Actual</b>

CS Name: Bill Lyle

Signature:

*Bill Lyle*

*B. Jones* EOC IN R ESTIMATOR  
MIDDLETON HRB

Start: [Date start]

Finish: [Date finish]

Date: 21/02/13

## CUSTOMER SURVEY



Claim Number:	11/219983	Contractor Name:	Nubuild
Customer Name:	Michelle Wilson	Supervisor:	Blair Corkran
Phone:		Date:	05/06/13
Property Address:	3/161 Hoon Hay Rd	Customer Email:	

Please help us to improve our service by rating the answers to the following questions and providing comments, if you wish, relating to your project.

Please circle relevant number

### People Rating

Excellent    Good    Average    Poor

	Excellent	Good	Average	Poor
Initial Phone Contact? (Fletcher EQR)	4	3	2	1
Supervisor?	4	3	2	1
Contractor?	4	3	2	1
Subcontractors?	4	3	2	1

### Communication Rating

Information you received during the construction process?	4	3	2	1
Effectiveness of the communication provided by us?	4	3	2	1
How well we dealt with your concerns?	4	3	2	1

### Work Quality Rating

Standard of work?	4	3	2	1
Site organisation and cleaning?	4	3	2	1

### General Comments

.....  
 .....

M. Wilson  
 Print Name

[Signature]  
 Signature

13.6.13  
 Date

### EQR Internal Use

Completion Code: \_\_\_\_\_ Copies to: Construction Manager, ECM Administrator

Notes:

Sc

**JNE** JIM NOLAN  
**BUILDER**

**J. NOLAN**  
**ENTERPRISES LTD**  
P.O. BOX 31120, ILAM, CHRISTCHURCH  
PHONE / FAX (03) 348 0741  
MOBILE 0274 352 577  
nolanbuild@slingshot.co.nz

TAX INVOICE  
GST NO 44-518-562

Invoice No 522

17 January 2012

Fletchers EQR  
Middleton Hub  
Attention: Doug McDougall

Hub # 6	Spreydon
E009	
Received	18/1/12
Entered	19/1/12 L.C
Certified	

Account for works at: 3/161 Hoon Hay Road  
Claim No: 2011/076154 e2  
Homeowner's Name: M. Wilson

On Site Specialists – replace broken rollers on sliding door	140.00
7.5% margin on above	10.50
Labour	<u>135.00</u>
	285.50
Plus GST	<u>42.82</u>
Total account	<u>\$328.32</u>



CHECK EW.



# Onsite Specialists Ltd

3 Waterholes Road  
RD 4  
Springston  
Christchurch 7674

Ph 03 335 0385  
Cell 027 662 5489  
Fax 03 335 0384

## Tax Invoice

Jim Nolan Builders  
19a Clyde Road  
Ilam  
Christchurch

Invoice Number  
Invoice Date  
GST Number

INV01149  
23/11/2011  
90-607-294

Description	Price
For work done for Mrs M Wilson, Unit 3, 161 Hoon Hay Road, Christchurch	
15/11 - Replace x2 rollers on slider door	
Parts, Labour, Travel	140.00
	<b>Total Before GST 140.00</b>
	<b>GST 21.00</b>
	<b>TOTAL \$161.00</b>

**Terms - by 20th of the following month of Date of Invoice**

Payment may be made directly to our bank account:  
Westpac  
03- 1702-0202074-00

*EQR.  
3/16/11 Hoonkey (M)*



# EMERGENCY WORK DAILY SITE REPORT

ASSESSMENT REPORT (Circle Option) **INSURANCE CHECKED**  **Y**  **N** **EVENT**  **4/09**  **22/2**  **06/06**  **13/06**

Hub	Middleton	Suburb	Hoan Hai
Claim Number	11/076154	Contractor	Jim Nolan
Name	M. Wilson	Supervisor	Don W. Douglas
Address	3/161 Hoan Hai Rd	Report Date	31-10-11
Source of query	Phone → EQC	Work Start Date	
EQC verified		Work Finish Date	
Insurance			

Phone - [REDACTED]

Category	Status					Notes
	24hr	48hr	3-5 days			
Urgency						Essential Information - ask owner to contact EQC 0800 326 243
Owner to provide claim #	Yes	No				
Local Hub contacted	Yes	No				
Safe	Yes	No				
Secure	Yes	No				
Weather tight	Yes	No				
Sanitary	Yes	No				
Chimney work	Yes	No				
Danger to neighbouring properties	Yes	No				
Winter heating claim (primary heat source lost)	Yes	No				
Special needs	Elderly	Medical	Young Family	Stressed	Other	
Structural report required	Yes	No				
Building consent required	Yes	No				
Land Issues? Liquefaction, other etc	Yes	No				
Lab. & Mat. std rates	Yes	No				\$45.00 plus GST and 7.5%
Observations	Bedroom floor repairs not completed to carpet was not retaid.					
	Main access door needs easing.					
29/Actions Required						

**COMPLETION REPORT (Circle Option)**

Peace of mind issues	Yes	No	
Emergency Works Complete?	Yes	No	

**HOMEOWNER COMMENTS**

**SIGN OFF**

	Signature	Name	Date
Owner/Tenant Name			
Supervisor Name			

Sc

TAX INVOICE/STATEMENT

INVOICE FROM:

B&D Carpenters  
32 a Checketts av

CUSTOMER NUMBER	
INVOICE NUMBER	A 187980
DATE	/ /
ORDER NUMBER	
G.S.T. REG NUMBER	

INVOICE TO:

Fletchers 2011/076154  
3/161 Houghton r.d.  
John May-16th

DELIVER TO:

DESCRIPTION QUANTITY RATE AMOUNT

take down balcony  
insert flashing  
repair cladding  
replace flooring and g/b  
replace damaged exterior light  
remove waste from site

Hub # 6	Spreydon
E009	
Received	25/5/11
Entered	26/5/11
Certified	

Labour 5,062.97

Material 812.73

DESPATCH VIA CON. NOTE No. No. OF ITEMS

\$5215.23  
\$5109 22

TOTAL \$5875.60

CONDITIONS OF SALE  
PLEASE PAY ON THIS INVOICE. NO STATEMENT WILL BE ISSUED  
PAYMENT DUE ON THE 20TH OF MONTH OR  DAYS FOLLOWING INVOICE DATE.  
NO CLAIMS ACCEPTED UNLESS NOTIFIED WITHIN 7 DAYS OF DELIVERY.  
ALL PRICES INCLUDE/EXCLUDE GOODS & SERVICES TAX.

REDIFORM®

RE-ORDER REF. RTINV3 429062 FORMS LAYOUT & DESIGN © WICKLIFFE LTD





# EMERGENCY WORK DAILY SITE REPORT

ASSESSMENT REPORT (Circle Option)

+ spray

Emergency Spreadsheet

Hub	Middleton	Suburb	Hoon Hay
Claim Number	2011/076154	Contractor	ISND
Name	Mrs Michelle Wilson	Supervisor	DECCA
Address	3/161 Hoon Hay Road	Report Date	09/05/11
Address 2			
Source of query		Work Start Date	
Work Order No.		Work Finish Date	

Category			Status			Notes
Urgency			24hr	48hr	3-5 days	Essential information - ask owner to contact EQC 0800 326 243
Owner to provide claim #	Yes	No				
Local Hub contacted	Yes	No				
Safe	Yes	No				
Secure	Yes	No				
Weather tight	Yes	No				
Sanitary	Yes	No				
Chimney work	Yes	No				
Danger to neighbouring properties	Yes	No				
Winter heating claim (primary heat source lost)	Yes	No				
Special needs	Elderly	Medical	Young Family	Stressed	Other	
Structural report required	Yes	No				
Building consent required	Yes	No				
Land Issues? Liquefaction, other etc	Yes	No				
Lab. & Mat. std rates	Yes	No				\$45.00 plus GST and 7.5%
Observations	Claimant Called Cause She Needs Emergency Work Done On Her Property. Claimant Had Put Up A Tapolin To Make Her Roof Weather Tight But Has Fallen Cause Of The Rain. Would Like To Get Someone In To Make Her House Weather Tite Before Rain Gets Worse.					
Actions Required	SEAL AROUND WINDOWS WITH RTV REMOVE BALCONY, MANUFACTURE FLASHING TO GO BETWEEN SHADOCLOUD SPINT. REPAIR FLOOR IN BED ROOM.					

COMPLETION REPORT (Circle Option)

Peace of mind Issues	Yes	No	
Emergency Works Complete?	Yes	No	

HOMEOWNER COMMENTS

--

SIGN OFF

	Signature	Name	Date
Owner/Tenant Name			
Supervisor Name			

## EQR Adjustment Line Management Listing: ALL EQR PA Adjustments (including CRP Budgets)

CLM/2011/219983 – 3/161 HOON HAY ROAD, HOON HAY

Generated Date: 19-07-2018 12:07:02 AM

Resource	Project/ Hub	Agreement	Line Type	Value	Approval Type	Approval Status	ECM Assignment	Date	Description	Works Order Number
S000	E009		EQC OB	22097.28	EQC Original Budget	Approved	Substantive Works - Primary - 07 Dec 2011	22 Feb 2013	EQC - Original Budget	EQW08044
S000	E009		EQC OB	-22097.28	EQC Budget Spend	Approved	Substantive Works - Primary - 07 Dec 2011	22 Feb 2013	3/161 HOON HAY ROAD, HOON HAY	EQW08044
SB92	E009	Nubuild Homes Limited (SB92) - Hub 6 Middleton (E009)	Subst OB	22097.28	Substantive Works	Approved	Substantive Works - Primary - 07 Dec 2011	22 Feb 2013	3/161 HOON HAY ROAD, HOON HAY	EQW08044
SB92	E009	Nubuild Homes Limited (SB92) - Hub 6 Middleton (E009)	Subst BV	4101.37	Scope Alternative	Approved	Substantive Works - Primary - 07 Dec 2011	22 Feb 2013	3/161 HOON HAY ROAD, HOON HAY	EQW08044
SB92	E009	Nubuild Homes Limited (SB92) - Hub 6 Middleton (E009)	Subst BV	516	Variation	Approved	Substantive Works - Primary - 07 Dec 2011	13 Jun 2013	3/161 HOON HAY ROAD, MHQSV0134418	EQW08044

# URGENT!!



EQC Claim No: 11/219983

Date: 15.01.13

Customer Name: Michelle Wilson  
Street Address: 3/161 Hoon hay road

Hub Zone: Middleton

Suburb: Hoon Hay

Supervisor: **Blair Corkran**

Contractor: **Nubuild**

EQC Recovery

Central Office  
11 Deans Avenue, Riccarton  
PO Box 60 106, Riccarton  
Christchurch 8140, New Zealand  
Tel +64 3 341 9900 Fax +64 3 343 4167  
www.eqr.co.nz

Status	✓	Date	Comments
September claim #	✓		Insurance Y / N
December claim #	✓		Insurance Y / N
February claim #	✓		Insurance Y / N
June claim #	✓		Insurance Y / N
Coloured zone	✓		Green – TC1 Grey / TC2 Yellow/ TC3 Blue
EQC Full inspection check	✓	31.10.2011	
Returned to EQC - Opt Out /Over cap	✓		
Contractor/Supervisor Visit (Scope)	✓	23/01/2013	Wednesday 12:00
Nominated Contractor	✗		
Possible Asbestos	✗		
File sent via Aconex to Contractor (full EQC Statement of Claim)	✓	15/1/13	
Clean Heat claim	✗		
Awaiting Engineers Report	✗		Arch          Struct          Geo
Council consent	✗		
Contents Removal Required	✓		Y                          N
Sent To CLO & Removal Company Notified	✓		Y                          N
Clean Heat requirement – Hub 17 advised	✓		Y                          N
Send Scope Change Summary	✓		
Send Variations/Awaiting Contractors Quote	✓		
Site Safety/Hazard/Checklist	✓		S                          H                          C
QS reviewing Quotes	✓	20-02-13	emailed
Work Order sent to Contractor			
Start Date Confirmation			
Removal Company Notified			
Supervisor - Works Progress Site Inspection			
Contractors Invoice received			
Signed Off & Producers Statement		5/1/13	
Admin scanned all documents			

Notes/Comments:

Printed Date: 25-04-2018

Company Fletcher EQR (division of FCC) as agent for EQC  
 Profit Centre 350 - Fletcher EQR (division of FCC) as agent for EQC

EQC Claim Number / Address Vendor (Payables)	Source	Period	Date	Batch	Voucher No	Invoice No	Order No	Description	Value
<b>CLM/2011/219983 - 3/161 HOON HAY ROAD, HOON HAY</b>									
Project	E009 - Hub 6 Middleton Contract Works								
Resource	SB92 - CLOSED OUT-Nubuild Homes Limited *****								
	Subcontractors	Jun-2013	13-Jun-2013	5369	13/6/13	SubsClaim No. 47		3/161 HOON HAY ROAD, HOON HAY	\$22,097.28
	Subcontractors	Jun-2013	13-Jun-2013	5369	13/6/13	SubsClaim No. 47		3/161 HOON HAY ROAD, HOON HAY	\$4,101.37
	Subcontractors	Jun-2013	13-Jun-2013	5369	13/6/13	SubsClaim No. 47		3/161 HOON HAY ROAD, MHQSV0134418	\$516.00

**SB92 Resource Total** \$26,714.65

**E009 Project Total** \$26,714.65

**CLM/2011/219983 - 3/161 HOON HAY ROAD, HOON HAY Total** \$26,714.65



# TAX INVOICE

Fletcher EQC  
PO Box 80105  
Christchurch  
NEW ZEALAND

**Invoice Date**  
5 Jun 2013

**Invoice Number**  
INV-0091

**Reference**  
3/161 Hoan Hai Rd.

nuBuild Homes  
Attention: Mark Brown  
PO BOX 42021  
Tower Junction  
Christchurch 8149  
NEW ZEALAND

**PAYMENT CLAIM**

I confirm this Payment Claim reflects the true value of work completed to date

CS Name: *Chris Stewart*

CS Signature: *[Signature]*

**GST Number**  
87-841-510

Description	Quantity	Unit Price	GST	Amount NZD
Earthquake Repairs	1.00	26,198.65	15%	26,198.65
MHQSVO134418	1.00	516.00	15%	516.00
			Subtotal	26,714.65
			TOTAL GST 15%	4,007.20
			<b>TOTAL NZD</b>	<b>30,721.85</b>

**Due Date: 20 Jun 2013**  
PLEASE DIRECT PAYMENT TO:  
ACCOUNT #: 03-1351-0490835-00

Mobile: 021 755 206  
Email: info@nubuildhomes.co.nz

Hub 8 Middleton  
1509

Received: 11/06/13

Entered: 13/6/13 IM

Certifier:

## PAYMENT ADVICE

To: nuBuild Homes  
Attention: Mark Brown  
PO BOX 42021  
Tower Junction  
Christchurch 8149  
NEW ZEALAND

**Customer** Fletcher EQC  
**Invoice Number** INV-0091

---

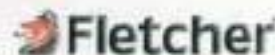
**Amount Due** 30,721.85  
**Due Date** 20 Jun 2013

---

**Amount Enclosed** \_\_\_\_\_

Enter the amount you are paying above

CA Name: *Orlando*



PA FINALISATION CHECKLIST

Project Address  
 2161 Haan Hay Rd  
 Haan Hay

Claim Number 2011-219983

Date 21/10/14

FA Project/Hub Middleton

1. Technical Hub

i. Was Technical Hub involved? (check PA, ECM Technical Status, ECM Technical Tab & Alonex)  Y

ii. Were there Engineering, Architect or Council Consent costs managed by the hub?  Y

Technical Team Project Certificate

Circle Document Location

Y  N  If Yes Tech Hub to certify } If Both No GO TO 2.  
 Y  N  If Yes Tech Hub to certify }  
 Y  If No SEE NOTES A S P W:

2. Adjustment Finalisation

Are ALL works related to the Adjustment complete and final? (Check ECM & PA)  Y

Circle  
 Y  N  If No STC/works must be complete

3. Project Documents (one section required for each ECM Assignment incurring a DLP)

Contractor Name: *Rebuild Homes*

Project Sign Off Documentation: (Contractor & Supervisor signatures)

Project Sign-Off

Construction Completion Inspection

Other

Practical Completion Certificate

Defects Liability Certificate

Final Account Agreement: Final Account value matches value of payments to Contractor

Final Account Agreement (Contractor & GS signatures required)

Final Account Statement Reason:

See Page 3 for additional Project Documents sections

FAA value: \$26,714.65

Y  } ONE REQUIRED A  S  P W:  
 Y  }  
 Y  N } TWO REQUIRED A  S  P W:  
 Y  }  
 Y  } ONE REQUIRED A  S  P W:  
 Y  }

4. Other Contractors (one section required for each ECM Assignment not incurring a DLP)

Are there other Contractor line entries in the Adjustment? (includes Emerg & Clean Heat/CRP)

Contractor Name:

Contractor costs are correct as per invoice(s)

See Page 3 for additional Project Documents sections

Y  N  If No GO TO 5  
 Invoice value:  
 Y  If No Correct A S P W:

5. Asbestos

ECM, TA, Scope Change Summary, Contractor Quote, Variations & Invoices checked for Asbestos?  Y

i. Was an Asbestos Test carried out?

Asbestos Test coded and the result is included in Description field

ii. Was Asbestos Work carried out?

Asbestos Work is correctly recorded in PA

Circle Document Location

Y  SEE NOTES  
 Y  N  If No GO TO 6  
 Y  Positive or Negative A S P W:  
 Y  N  If No GO TO 5  
 Y  If No Correct

6. Emergency Works (including Drainage and Liquefaction Works)

Are there Emergency Works line entries in the Adjustment? *see tab*

All Emergency lines have correct Line Type/Approval Type/Delegated Authority

Circle  
 Y  N  If No GO TO 7  
 Y  If No Correct

7. Clean Heat/CRP

Are there Clean Heat (CleanH) or CRP line entries in the Adjustment?

Clean Heat/CRP entries have been corrected

Circle  
 Y  N  If No GO TO 8  
 Y  Contact FA Support to correct

8. Unapproved Adjustment Lines

Are there Unapproved line entries in the Adjustment?

Did we have EOC Approval for the work in question?

Did we have Delegated Authority for the line entries? (Check date of Works Order)

Works Order Date

Circle Document Location  
 Y  N  If No GO TO 9  
 Y  N  If Yes Correct lines A S P W:  
 Y  N  If Yes Correct lines  
 SEE NOTES A S P W:

9. Finalisation Validation

Adjustment successfully passes Finalisation Validation

Y  If No Correct

Checklist Completed by:

Name: *Laura Falgar* Signature: *[Signature]* Date: *29/10/2014*

Adjustment Filed by:

Name: *Lorraine [Signature]* Signature: *[Signature]* Date: *06 NOV 2014*

Adjustment Filed by:

Name: *D Laver* Signature: *[Signature]* Date: *7/11/14*

MS-SF0509



**FINAL ACCOUNT AGREEMENT**

CLAIM NUMBER:

2	0	1	1	2	1	9	9	8	3
---	---	---	---	---	---	---	---	---	---

Property Address: 161 Hoon Hay Rd Date: 3 May 2013  
 < Hoon Hay Hub: Middleton  
 < Christchurch Contracts Supervisor: Blair Conran

Property Contact Name: M Wilson

Contractor Details: Nubuildhomes Ltd Accreditation No: EQR0941

Contact details: Ph. (1) 021755 205 Ph. (2) \_\_\_\_\_  
 email: info@nubuildhomes.co.nz

Final Contract Value (Ex GST)	\$26198.65
1. MHQSVO134418	\$516.00
Less Previous Payments (Ex GST)	
GST Amount	\$4007.20
Amount for Final payment (Including GST)	\$30721.85

We hereby confirm that this statement represents the full and Final Contract Value and amount outstanding for all matters relating to this subcontract.

Contract Start Date:

Contract Finish Date:

Signature of Contractor: <u>M. Brown</u>	Date: <u>6/6/2013</u>
Print Name: <u>Mark Brown</u>	
Signature of Contracts Supervisor:	Date:
Print Name:	
Signature of Quantity Surveyor: <u>P. Morgan</u>	Date: <u>17/6/17</u>
Print Name: <u>Lochan Singh</u>	<u>06 NOV 2014</u>

*Signed for Fletcher  
 Gordon Full*

THE FLETCHER CONSTRUCTION COMPANY

Status Rev B

11-07-12

Making the necessary contribution  
 as agent of the Earthquake Commission

**EQC**

Page 1 of 1



Room - Additional Notes:

**First Floor**

Room / Element	Description
Bathroom (L=3.0m W=1.8m H=2.1m)	Acrylic, Staircase
Bath	Aluminium A
Window	17/02/2012



Q11 / 2011 / 219983

SC

3/161 Hoon Hay Road - Claim 2011/219983

EDC Claim No: 2011/219983  
Customer Name: Michelle Wilson  
Street Address: 3/161 Hoon Hay Road  
Suburb: Hoon Hay  
Supervisor: Blair Corkran  
Contractor: A J Whiteside Builders

Date: 14/02/11

Hub Zone: 4

Status  
September Claim #

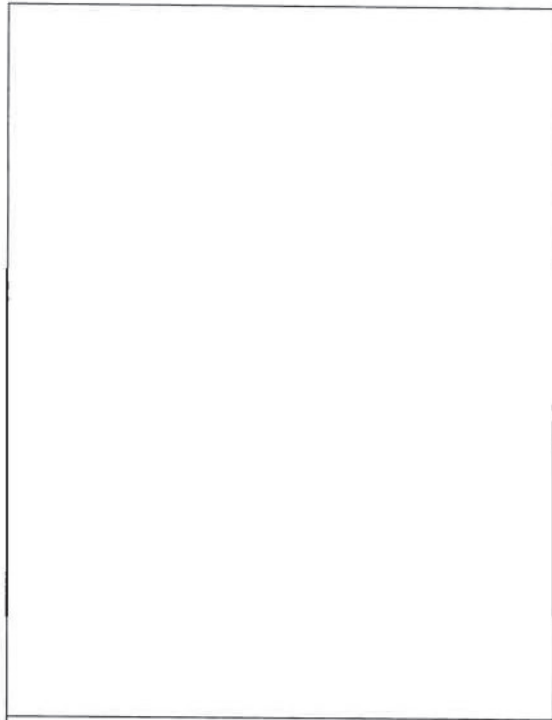
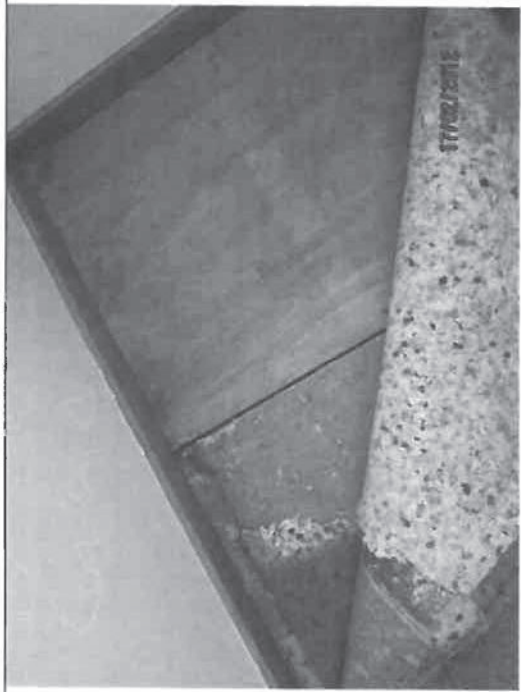
17/2/2011



Sc

Sc

Door (Internal)	Single Hollow Core, MD
Room - Comments:	covered ceiling
Room - Additional Notes:	
Bedroom Second right (L=3.4m W=3.0m)	
Window	Aluminium Awning, Cosmo
Floor	Chipboard, Carpet



Photos taken 20.2.12

ECC Claim No: 2011/219983  
Customer Name: Michelle Wilson  
Street Address: 3/161 Hoon Hay Road  
Suburb: Hoon Hay  
Supervisor: Blair Corkran  
Contractor: A J Whiteside Builders

Date: 14/02/12

Status	17/02/2012
September Claim: #	





Door (Internal) Single Hollow Core, MD

Room - Comments: covered decking

Room - Additional Notes:

**Bedroom Second right (L=3.4m W=3.0m)**

Window Aluminium Awning, F  
Cosmi

Floor Chipboard, Carpet

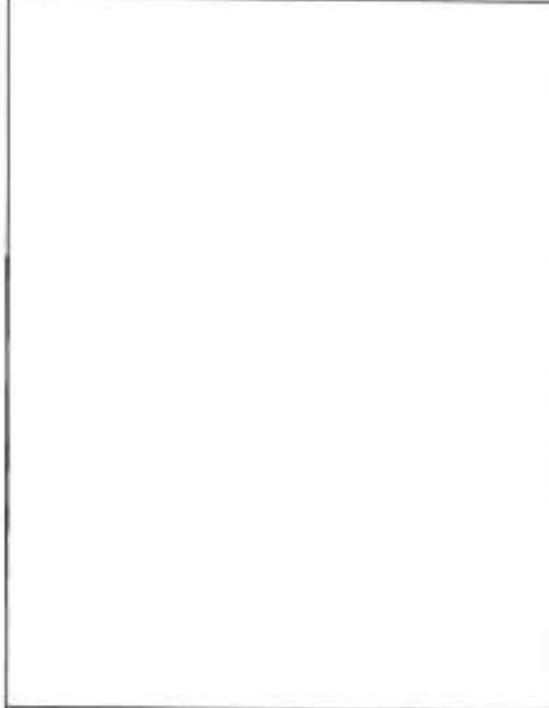


Photos taken at new scope  
23.1.2013

F.O.C Claim No: 2011/219983	Date: 14/02/12
Customer Name: Michelle Wilson	
Street Address: 3/161 Hoon Hay Road	
Suburb: Hoon Hay	Hub Zone: A
Supervisor: Blair Corkran	
Contractor: A J Whiteside Builders	
Status	17/02/2012
September Claim: #	



Room - Comments: Covered ceiling  
Room - Additional Notes:  
✓ Lounge (L=5.4m W=3.2m H=2.4  
Room - Comments: The sliding  
Room - Additional Notes:  
Laundry ND



MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	[REDACTED]
Home Phone	[REDACTED]	Mobile Phone	[REDACTED]
Created By	Blair Corkran (EQR)	From Completed	08/05/2013 08:54:32 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety		
All workers have basic kit	Yes	
Public safety adequately controlled	Yes	
Housekeeping OK	Yes	
Is high risk work taking place and carried out in accordance with Task Analysis	No	
Appropriate PPE being used	Yes	
Health & Safety Comments	2 builder on site cladding exterior of house	

Section 3 - Programme		
Planned Completion Date		
Current stage of project		
Are there any issues slowing progress	No	
Time extension required	No	
Adjusted completion date		
Programme Comments		

Section 4 Quality
-------------------

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	Nb	
Quality Comments		

## Section 5 Variations to original contract

Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

Date of next site visit	15/05/2013 12:00:00 a.m.	Reason: Weekly Audit

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	████████████████████
Home Phone	██████████	Mobile Phone	██████████
Created By	Blair Corkran (EQR)	From Completed	02/05/2013 11:02:05 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety		
All workers have basic kit	Yes	
Public safety adequately controlled	Yes	
Housekeeping OK	Yes	
Is high risk work taking place and carried out in accordance with Task Analysis	Nb	
Appropriate PPE being used	Yes	
Health & Safety Comments	3 decorators onsite	

Section 3 - Programme		
Planned Completion Date	17/05/2013 12:00:00 a.m.	
Current stage of project		
Are there any issues slowing progress	Nb	
Time extension required	Nb	
Adjusted completion date	17/05/2013 12:00:00 a.m.	
Programme Comments	Decking being constructed. Internal walls al painted.	

Section 4 Quality	

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	Nb	
Quality Comments		

## Section 5 Variations to original contract

Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

Date of next site visit	09/05/2013 12:00:00 a.m.	Reason: weekly audit

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	████████████████████
Home Phone	██████████	Mobile Phone	██████████
Created By	Blair Corkran (EQR)	From Completed	30/04/2013 07:29:40 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety		
All workers have basic kit	Yes	
Public safety adequately controlled	Yes	
Housekeeping OK	Yes	
Is high risk work taking place and carried out in accordance with Task Analysis	No	
Appropriate PPE being used	Yes	
Health & Safety Comments	4 workers on site	

Section 3 - Programme		
Planned Completion Date		
Current stage of project		
Are there any issues slowing progress	No	
Time extension required	No	
Adjusted completion date		
Programme Comments	Builders are erecting the deck and painters are inside doing repairs	

Section 4 Quality	

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	na	
Quality Comments		

## Section 5 Variations to original contract

Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

Date of next site visit	07/05/2013 12:00:00 a.m.	Reason: weekly audit

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	████████████████████
Home Phone	██████████	Mobile Phone	██████████
Created By	Blair Corkran (EQR)	From Completed	18/04/2013 07:33:37 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety		
All workers have basic kit	n/a	
Public safety adequately controlled	n/a	
Housekeeping OK	n/a	
Is high risk work taking place and carried out in accordance with Task Analysis	n/a	
Appropriate PPE being used	n/a	
Health & Safety Comments	No one on site so I did an exterior audit.	

Section 3 - Programme		
Planned Completion Date		
Current stage of project		
Are there any issues slowing progress	Nb	
Time extension required	Nb	
Adjusted completion date		
Programme Comments		

Section 4 Quality		

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	na	
Quality Comments	No one on site so I did an exterior audit.	

## Section 5 Variations to original contract

Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

No one on site so I did an exterior audit. Will meet contractors on site tomorrow as owner has indicated wall cracks in the garage that were hidden behind boxes on previous scope.			
Date of next site visit	18/04/2013 12:00:00 a.m.	Reason:	Follow up

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	████████████████████
Home Phone	██████████	Mobile Phone	██████████
Created By	Blair Corkran (EQR)	From Completed	18/04/2013 02:49:46 p.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Scheduled	

Section 2 - Health and Safety		
All workers have basic kit	Yes	
Public safety adequately controlled	Yes	
Housekeeping OK	Yes	
Is high risk work taking place and carried out in accordance with Task Analysis	Nb	
Appropriate PPE being used	Yes	
Health & Safety Comments	Met contractor onsite to look at block and floor cracks.	

Section 3 - Programme		
Planned Completion Date		
Current stage of project		
Are there any issues slowing progress	Nb	
Time extension required	Nb	
Adjusted completion date		
Programme Comments	Met contractor onsite to look at block and floor cracks.	

Section 4 Quality	

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	na	
Quality Comments	Met contractor onsite to look at block and floor cracks.	

## Section 5 Variations to original contract

Any additional work identified	Yes	
Any work not now required	Nb	
Variation Submittal Required	Yes	
Stop work till variation approved	Nb	
Extra Work - Comments	VO for garage internal block cracks and painting 1 wall.	

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

Date of next site visit	25/04/2013 12:00:00 a.m.	Reason: weekly audit

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	[REDACTED]
Home Phone	[REDACTED]	Mobile Phone	[REDACTED]
Created By	Blair Corkran (EQR)	From Completed	16/04/2013 07:26:14 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety	
All workers have basic kit	Yes
Public safety adequately controlled	Yes
Housekeeping OK	Yes
Is high risk work taking place and carried out in accordance with Task Analysis	No
Appropriate PPE being used	Yes
Health & Safety Comments	met with home owner and builders to discuss the balcony brackets

Section 3 - Programme	
Planned Completion Date	
Current stage of project	
Are there any issues slowing progress	No
Time extension required	No
Adjusted completion date	
Programme Comments	Will need to get 3 balcony brackets fabricated and galvanised.

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Section 4 Quality		
	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	na	
Quality Comments		

Section 5 Variations to original contract		
Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

Section 6 Customer Relations		
Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

Other Comments			
Date of next site visit	23/04/2013 12:00:00 a.m.	Reason:	weekly audit

MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

Property Details			
Claim Number	CLM/2011/219983	Hub Zone	Middleton Hub
Contractor Name	Nubuild Homes Limited	Supervisor	Blair Corkran
Property Address	3/161 HOON HAY ROAD, HOON HAY	Main Contact Name	MICHELLE WILSON
Customer name	MICHELLE WILSON FAMILY TRUST AND MICHELLE WILSON	Customer Email	████████████████████
Home Phone	██████████	Mobile Phone	██████████
Created By	Blair Corkran (EQR)	From Completed	17/05/2013 08:00:15 a.m.

## Monitoring Form Details

Section 1 - Reason for Site Visit	
Unscheduled	

Section 2 - Health and Safety		
All workers have basic kit	Yes	
Public safety adequately controlled	Yes	
Housekeeping OK	Yes	
Is high risk work taking place and carried out in accordance with Task Analysis	No	
Appropriate PPE being used	Yes	
Health & Safety Comments		

Section 3 - Programme		
Planned Completion Date	20/05/2013 12:00:00 a.m.	
Current stage of project		
Are there any issues slowing progress	No	
Time extension required	No	
Adjusted completion date	20/05/2013 12:00:00 a.m.	
Programme Comments	Slight touch up in the toilet then sign off	

Section 4 Quality	
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MS-SF0612

## CLM/2011/219983 - Project Monitoring Checklist

	Yes	
Carried out in accordance with approved documents e.g. Consents, engineers instructions	Yes	
Sufficient surface protection in place	Yes	
Damage to property or contents	Nb	
Non-earthquake damage discovered	Nb	
Corrective action required	Nb	
Prevention action		
Follow up required	Nb	
Improvement notice required	Nb	
Quality Comments	Slight touch up in the toilet then sign off	

## Section 5 Variations to original contract

Any additional work identified	Nb	
Any work not now required	Nb	
Variation Submittal Required	Nb	
Stop work till variation approved	Nb	
Extra Work - Comments		

## Section 6 Customer Relations

Good communication	Yes	
Concerns with contractor behavior/conduct	Nb	

## Other Comments

Met home owner on site and she is happy all except for the toilet walls			
Date of next site visit	22/05/2013 12:00:00 a.m.	Reason:	Sign Off