

MASTER BUILDER STANDARD FORM

Agreement for Variation to the Works.

This form records a change to the agreed scope of work under the existing Building Contract between the Owner and Add Value Renovations Ltd. Both parties must sign before the variation takes effect.

CONTRACT	PROJECT ADDRESS	VARIATION NO.
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BUILDER'S NAME

Add Value Renovations Ltd

VARIATION DETAIL *(insert detail of works)*

EXTRA DOCUMENTS FORMING PART OF THIS VARIATION

The Builder hereby agrees to undertake the variation described above, subject to the Owner's instruction selected on the following page.

STEP 02 — OWNER INSTRUCTION

Choose how the Builder should proceed.

The Owner/s hereby authorise the Builder to proceed with the variation according to **one of the three options below**. Tick the applicable option, and where required, complete the price or value field.

- OPTION A** **Carry out works immediately on hourly rates.** The Builder is authorised to carry out the above variation immediately, and the Owner agrees to pay any reasonable increase in the Contract Price for the variation, based on the Builder's hourly rates and costs.
- OPTION B** **Price the works first.** The Builder is instructed to price the above variation within 7 working days of receipt of this variation, but not to proceed without the Owner's written agreement as to the price. The cost of pricing the variation will be \$ _____ (the Owner agrees to pay the Builder's administration cost whether or not the variation proceeds).
- OPTION C** **Carry out works immediately at the agreed Variation Value.** The Builder is authorised to carry out the above variation immediately, and the Owner agrees to pay the Variation Value set out below.

VARIATION VALUE (EXCL. GST)

Includes processing cost. Not required if Option A has been selected.

\$ _____

Unless specifically stated otherwise, this variation will increase the Contract Price.

EFFECT ON COMPLETION DATE

Undertaking this Variation will extend the Completion Date as follows:

EFFECT ON APPROVALS OR CONSENTS

Undertaking this Variation will require additional approvals or consents — or affect existing approvals or consents — as follows:

STEP 03 — ACCEPTANCE & SIGNATURES

Acceptance of the Variation.

The Owner/s hereby accept the above variation and the cost of the variation. Both parties confirm the information recorded on the previous pages is correct and that this variation will be carried out under the terms of the existing Building Contract.

Signed for the Builder

BUILDER'S SIGNATURE (or duly authorised representative)

PRINT NAME OF BUILDER (or duly authorised representative)

DATE

Signed by the Owner/s

OWNER 1

OWNER'S SIGNATURE (or duly authorised representative)

PRINT NAME OF OWNER (or duly authorised representative)

DATE

OWNER 2 (if applicable)

OWNER'S SIGNATURE (or duly authorised representative)

PRINT NAME OF OWNER (or duly authorised representative)

DATE
