



A non-refundable administration fee of \$50 + GST applies to all variation requests. Updated certificates will be provided upon receipt of payment of this charge.

Builders Warranty Certificate Variation

Certificate Information

Policy/certificate number:

_____ **B** **W** **I** **-** _____

Insured site address:

Suburb

State

Postcode

Reason for the variation

Supporting documents

Please ensure that all supporting documents have been provided for the above request/s.

For any amendment to the site address, we will require confirmation of this change. Confirmation includes a varied contract and one of the following:

- council’s confirmation that the old address has been updated to the new address
- copy of the old and new certificate of titles
- confirmation that the original allotments and deposited plan number are the same

Print Name (Builder):

Print Name (Homeowner):

Signature:

Signature:

Date:

Date:

HIA INSURANCE SERVICES - Please ensure this application is lodged per the below options.

SA

Email: sa.hiaisadmin@aon.com

Phone: 1300 600 601

Post: PO Box 131, Welland SA 5007

ACT

Email: hiais.ryde@aon.com

Phone: 02 6230 4985

Post: GPO Box 2188, Canberra ACT 2601