

Homeowner's Build Preparation Checklist

A practical guide by **Signature Build Properties** to help homeowners plan a renovation or house extension with confidence.

BEFORE CHOOSING A BUILDER

- CHECK PREVIOUS PROJECTS AND REFERENCES
- CONFIRM INSURANCE AND RELEVANT EXPERIENCE
- AVOID CHOOSING PURELY ON THE LOWEST PRICE
- ASK HOW COMMUNICATION WILL BE HANDLED DURING THE BUILD

BUDGET PLANNING

- FINALISE DESIGNS BEFORE CONSTRUCTION BEGINS
- ALLOW A CONTINGENCY FOR UNEXPECTED ISSUES
- CONFIRM COSTS FOR CHANGES IN WRITING
- KEEP RECORDS OF APPROVED VARIATIONS

DURING THE BUILD

- AGREE ON REGULAR PROGRESS UPDATES
- KEEP KEY DECISIONS DOCUMENTED
- ASK QUESTIONS IF ANYTHING FEELS UNCLEAR
- UNDERSTAND THAT SOME DELAYS MAY BE UNAVOIDABLE

QUOTES & CONTRACTS

- ENSURE QUOTES CLEARLY LIST INCLUSIONS AND EXCLUSIONS
- CONFIRM FINISHES, MATERIALS, AND SPECIFICATIONS
- CHECK PAYMENT STAGES ARE LINKED TO PROGRESS
- MAKE SURE A WRITTEN CONTRACT IS IN PLACE BEFORE WORK STARTS

PLANNING & NEIGHBOURS

- CONFIRM WHETHER PLANNING PERMISSION IS REQUIRED
- SERVE PARTY WALL NOTICES WHERE NECESSARY
- SPEAK TO NEIGHBOURS EARLY ABOUT UPCOMING WORK
- UNDERSTAND ACCESS AND BOUNDARY CONSTRAINTS

LIVING THROUGH THE BUILD

- PLAN FOR NOISE, DUST, AND DISRUPTION
- ARRANGE TEMPORARY KITCHEN OR BATHROOM SOLUTIONS IF NEEDED
- DISCUSS SAFETY MEASURES, ESPECIALLY WITH CHILDREN
- SET REALISTIC EXPECTATIONS FOR DAILY ROUTINES

FINAL CHECKS

- ALLOW TIME FOR SNAGGING AT THE END OF THE PROJECT
- WALK THROUGH THE COMPLETED WORK WITH YOUR BUILDER
- CONFIRM WARRANTIES AND COMPLETION DOCUMENTS
- KEEP CONTACT DETAILS FOR POST-COMPLETION SUPPORT