



FEDERAL JURISDICTION PROCEEDINGS

ANNEXURE – APPLICATIONS FOR BUILDING AND CONSTRUCTION MATTERS

WHO SHOULD USE THIS FORM?

This form should be used if a federal jurisdiction application to the Magistrates' Court is being made, and the matter relates to a section of relates to a dispute regarding domestic, commercial, or other building work.

This form **must** accompany the "Form 10A" and filed together with relevant supporting documentation.

NOTE: If this claim is about domestic building work and one of the parties to the claim is an owner, the dispute must first be referred to Domestic Building Dispute Resolution Victoria (DBDRV) before a claim can be made.

APPLICATION INFORMATION – TO BE COMPLETED BY APPLICANT

What is the claim about?

- Domestic building work – proceed to (1)
- Commercial building work – proceed to (2)

1. DOMESTIC BUILDING WORK CLAIMS

Is one of the parties to the dispute an owner?

- Yes
- No

If Yes – does the work relate to a Single Trade?

Single trade refers to a dispute between an owner and a single trade engaged by the owner to carry out one only of the following work

If Yes – select the type of work which applies to the claim:

- Attaching external fixtures (including awnings, security screens, insect screens and balustrades)
- Plumbing work including drainage, fire protection work, gas fitting, irrigation (non-agricultural) work, mechanical services work (heating and cooling), refrigerated air conditioning work, roofing (stormwater) work, sanitary work, gas appliance conversion and servicing work or water supply work (but not work carried out by a gas company or water authority or drainage works by a council)
- Erecting a chain wire fence to enclose a tennis court
- Erecting a mast, pole antenna, aerial or similar structure

- | | |
|---|---|
| <input type="checkbox"/> Installing floor coverings | <input type="checkbox"/> Insulating |
| <input type="checkbox"/> Electrical work | <input type="checkbox"/> Painting or plastering |
| <input type="checkbox"/> Glazing | <input type="checkbox"/> Wall and floor tiling |
| <input type="checkbox"/> Other, please specify | <input type="text"/> |

Have the parties to this dispute attended Domestic Building Dispute Resolution Victoria (DBDR) or Building Advice Conciliation Victoria (BACV)?

- Yes – one of the following must be attached to this application:
- A certificate of conciliation
 - A rejection notice from DBDRV
 - A confirmation of complaint letter from BACV
 - A dispute resolution order or
 - A notice of breach of dispute resolution order (if a party has ended a contract as part of the DBDRV process)

2. PREMISES DETAILS

If the claim is about more than one contract between an owner and a builder, or properties which are not owned by the same person, separate applications should be completed for each site.

Provide the address of the premises below:

3. SUPPORTING DOCUMENTATION

The following documentation must be attached to this application:

- If the respondent is a company**
An ASIC extract showing the address of the Registered Office of the company. Company Extracts may be obtained at www.asic.gov.au
- Document produced from DBDRV or BACV (as above if a domestic building work application)

Documents in support of application:

- Expert reports
- Other supporting documents