



# *Archicentre **Australia***

# *Property*

# *Assessment*

# *Report*

*- Commercial, Industrial & Institutional*

# Property Assessment Report - Commercial Industrial & Institutional

This pre-lease / pre-purchase Property Assessment Report is a visual assessment of the conditions of the reasonably accessible areas of the property at the time of the assessment, including the subject premises and associated areas where the property is a unit.

<b>CLIENT DETAILS</b>			
Name			
Telephone No		Booking No	0

<b>ASSESSMENT DETAILS</b>			
Address of Property			
Suburb		State	
Date of Assessment		Time of Assessment	
Existing use of Property			
Weather conditions			
Verbal summary to		Date	

<b>ARCHITECT DETAILS</b>			
Your Architect:		Registration No:	
ADDRESS			
Email		Phone	

<b>PROPERTY SUMMARY - Primary construction materials and site conditions</b>			
Sub-Structure		Floors	
Roof		Walls	
No. of Storeys		Windows	
Site Grade		Furnished	
Tree Coverage		Extensions / Renovation	
Estimated Age / Period			

# The Scope of Assessment

This Report is prepared by Archicentre Australia – a division of ArchiAdvisory Pty Ltd – and in accordance with Australian Standard 4349.1-2007 Inspection of Buildings Part 1: Pre- purchase inspections – Residential Buildings (pending release of Australian Standard for pre- purchase inspections of non-residential buildings) and any other Australian Standards, definitions or referenced documents cited in the Terms and Conditions.

This Report is a subjective assessment prepared by the inspecting architect on a visual assessment of the condition of the reasonably accessible parts of the property and on the basis of the prevailing structural, soil and weather conditions at the time of the assessment and does not cover enquiries of councils or other authorities. It is not a certificate of compliance for the property within the requirements of any Act, regulation, ordinance or local by-law.

Prolonged periods of wet or dry weather may cause structural changes to the property as described in the Property Maintenance Guide which you can download from the link found in the body of your Report and in the Report cover letter.

This Report will not disclose defects in inaccessible areas, defects that are concealed and/or not reasonably visible, defects that may be apparent in other weather conditions or defects that have not yet arisen.

This Report is not a rigorous assessment of all building elements and does not cover all maintenance items, particularly those such as jamming doors, windows or catches, decorative finishes and hairline or slight cracks. This is in accordance with Category 0 and 1 of Appendix C –AS 2870-2011.

This Report is not a pest assessment. Archicentre Australia recommends that a timber pest assessment be carried out on all properties being considered for purchase. Clients wishing to have a full timber pest inspection should contact Archicentre Australia to arrange a separate pest inspection. Archicentre Australia's Timber Pest Inspections are undertaken by highly qualified and independent inspectors.

The assessment assumes that the existing use of the property will continue and the Report is prepared on that basis. The assessment assumes that the existing use of the property will continue and the Report is prepared on that basis. As such, the assessment will not assess the fitness of the property for any other intended purpose. We advise you to verify any proposed change in use with the relevant authorities.

If you are intending to purchase the property, and in consideration of the limitations of a visual assessment, as well as budgeting for the anticipated cost of the recommended repairs and maintenance, Archicentre Australia recommends budgeting a further 5 -10% of the value of the property, to provide a "safety net" against unexpected costs that may arise over the first five years of ownership and that this be taken into account when establishing a purchase price. The amount of this safety net is a rough guide for properties generally and not specific to your property.

Where the property is a unit, associated areas may include common areas pertinent and immediately adjacent to the subject unit, for which major defects only will be noted.

## What is included in this report

- Identification of observed building defects upon a visual assessment of the reasonably accessible parts of the property;
- Assessment of defects for significance relative to the expected condition of a well maintained property of similar age and construction type;
- Recommended actions for identified defects;
- Recommended professionals and/ or trades who may be appropriate to undertake further investigation or carry out the recommended action;
- General and specific additional advice on maintenance matters that your architect has deemed appropriate.

## What is not included in this report

Unless specifically and explicitly agreed in writing with the owner and/or Owners' Corporation the prior to the assessment, the Report will not cover:

- Identification of toxic mould, or asbestos related products;
- Condition or operation of swimming pools, spas or their surroundings, rainwater or grey water tanks or treatment and similar facilities;
- Condition, adequacy or compliance of electrical, gas and plumbing systems including roof plumbing, underground pipes or drainage systems;
- Operation adequacy or compliance of security and communications systems, smoke detectors, building services, building automation, electrically operated doors including garage doors, plant, equipment, mechanical, gas or electrical appliances and fittings;
- Footings below ground, soil conditions, site factors and hazards;
- Compliance with legal, planning, regulatory including Building Code of Australia, or OH&S legislation, sustainability or environmental matters including but not limited to the adequacy or safety of insulation, waterproof membranes and/ or other installations, Bushfire Attack Level assessments;
- Timber, metal or other framing sizes and adequacy.
- Condition, compliance or assessment of Essential Safety Measures including fire, life safety and health items installed or constructed in a building to ensure adequate levels of fire safety and protection.

## Attachment

The following selected attachments are an important part of this Report. These can be downloaded from the Archicentre Australia Supplementary Documents page [http://www.archicentreaustralia.com.au/report\\_downloads/](http://www.archicentreaustralia.com.au/report_downloads/) or by referring to the Report cover email for downloading instructions. If you have difficulty downloading the following ticked attachments, please contact Archicentre Australia on 1300 13 45 13 immediately

ITEM		ITEM		ITEM	
Property Maintenance Guide	✓	Cracking in Masonry	✓	Treatment of Dampness	✓
Health & Safety Warning	✓	Roofing & Guttering	✓	Re-stumping	✓
Termites & Borers	✓	Cost Guide	✓		

## General Advice

- This is not a pest inspection report. Archicentre Australia recommends pre-purchase and ongoing timber pest inspection in all mainland states and territories.
- Smoke detectors must be installed in accordance with current regulations. Archicentre Australia suggests that you regularly check these to ensure proper operation.
- Drought conditions can cause buildings to crack literally overnight. Please note the precautions advised in the referred Property Maintenance Guide and any specific recommendations made in your Report.
- The condition of timber-framed or concrete decks and balconies deteriorates over time – annual assessments should be undertaken to verify their safety.
- In the interests of safety, Archicentre Australia recommends all property owners should have an electrical safety assessment undertaken by a suitably qualified specialist.
- This assessment does not include an assessment of essential safety measures and prospective purchasers/ leasers should make their own enquiries in this regard.
- If you are purchasing the property, Archicentre Australia recommends a review of all door and window locks and security systems, appliance and equipment at settlement.

### For Strata, Stratum and Company Title Properties

The Assessment is limited to the nominated individual property including associated private open space. It is not the scope of this assessment to include all common or other adjacent property. Legal advice should be obtained as to the liability to contribute to the cost of repairs in respect of any common property.

## Terms & Conditions

This Report has been prepared by Archicentre Australia – a division of ArchiAdvisory Pty Ltd – and the named architect and is supplied to you (the named client) on the basis of and subject to the Scope of Assessment and the Terms and Conditions of the Contract and the Assessment and Archicentre Australia accepts no responsibility to other persons relying on the report.

This Report has been prepared in accordance with Australian Standard 4349.1-2007 Inspection of Buildings Part 1: Pre- purchase Inspections – Residential Buildings (pending release of Australian Standard for pre- purchase inspections of non-residential buildings) and to any other Australian Standards, definitions or referenced documents cited in the Terms and Conditions.

Please note that having provided to you an opportunity to read the Scope of Assessment and the Terms and Conditions following upon you making a booking for the Property Assessment, the architect has proceeded to conduct the assessment of the property and Archicentre Australia has proceeded to supply this Report on the basis that you have accepted the Scope of Assessment and the Terms and Conditions and/or are deemed to have done so upon the architect arriving at the property.

The Report is to be read in conjunction with all other Archicentre Australia Reports issued concurrently for the property.

*The Scope of Assessment and the Terms and Conditions take precedence over any oral or written representations by Archicentre Australia, to the extent of any inconsistency.*

1. After making the booking, the client is deemed to have accepted these Terms and Conditions and Scope of Assessment upon the architect arriving on site.
2. The Report is not a guarantee but is an opinion of the condition of the inspected property relative to the average condition of well maintained similar properties of a similar age.
3. Archicentre Australia accepts no liability with respect to work carried out by other trades, consultants or practitioners referred by Archicentre Australia. It is your responsibility to make appropriate contractual arrangements with such person.
4. The Report is not a certificate of compliance for the property within the requirements of any Act, regulation, ordinance or local by-law.

4. The Report is not a certificate of compliance for the property within the requirements of any Act, regulation, ordinance or local by-law.
5. Archicentre Australia does not accept responsibility for services other than those provided in this Report.
6. Archicentre Australia's liability shall be limited to the provision of a new assessment and report or the payment of the cost of a new assessment and report, at the election of Archicentre Australia.
7. The assessment assumes that the existing use of the building will continue. The assessment will not assess the fitness of the building for any intended purpose. Any proposed change in use should be verified with the relevant authorities.
8. The Property Maintenance Guide constitutes a vital part of the architect's recommendations and failure to observe either the recommendations or the Property Maintenance Guide could lead to premature deterioration of the property.
9. The Health and Safety Warnings constitutes a vital part of Archicentre Australia's recommendation to you. Failure to observe the provisions of the warning sheet could jeopardise the safety of the occupants.
10. The Report and its appendices and attachments, as issued by Archicentre Australia, takes precedence over any oral advice or draft reports, to the extent of any inconsistencies, and only the Report and its appendices and attachments, which form a vital part of the architect's recommendations, shall be relied upon by you.
11. If you are dissatisfied with the Report you agree to promptly give Archicentre Australia written notice specifying the matters about which you are dissatisfied and allow Archicentre Australia to attempt to resolve the matters with you within 28 days of receipt by Archicentre Australia of such written notice before taking any remedial action or incurring any costs.
12. Reference to Archicentre Australia in this Report and any other documentation includes, where the context permits, its agents and representatives authorised to act on its behalf.
13. These Terms and Conditions are in addition to, and do not replace or remove, any rights or implied guarantees conferred by the Competition and Consumer Act 2010 or any other consumer protection legislation.

## Defect Definitions

	DEFINITION
<b>Minor Defect/ Maintenance Item</b>	Any items of repair which are common to well maintained properties of similar age or type of construction and as described in the Property Maintenance Guide, including decorative features and finishes.
<b>Major Defect</b>	A defect of sufficient magnitude where rectification has to be carried out without undue delay to avoid: <ul style="list-style-type: none"> <li>• unsafe conditions, posing a threat to life or serious injury; <u>or</u>,</li> <li>• loss of utility whereby the defect is such that the whole of the relevant part of the property can no longer serve its intended function; <u>or</u>,</li> <li>• further substantial deterioration of the property.</li> </ul>
<b>Serious Structural Defect</b>	A major defect in any internal or external primary load bearing component of the building which seriously affects the structural integrity of the building requiring rectification to be carried out without undue delay to avoid: <ul style="list-style-type: none"> <li>• unsafe conditions, posing a threat to life or serious injury; <u>or</u>,</li> <li>• loss of utility, whereby the defect is such that the whole of the relevant part of the building can no longer serve its intended function; <u>or</u>,</li> <li>• further substantial deterioration of the building.</li> </ul> <p>In the case of cracking, a serious structural defect denotes severe cracking as defined by Category 4, Appendix C – Australian Standard AS 2870-2011.</p>

## Assessment Access

The architect can only inspect the reasonably accessible parts of the property. It is your responsibility to ensure that any inaccessible parts of the property that can be made reasonably accessible for an assessment are made so, prior to the assessment. If parts of the property have been noted as being inaccessible during the assessment, it is important that you contact Archicentre Australia and arrange for a second assessment when access to restricted areas has been made available. Inaccessible areas cannot be assessed.

**Reasonably and Safely Accessible** – Accessible areas which can be accessed by a 3.6 metre ladder or those which have at least 600mm unimpeded vertical and horizontal clearance without the removal of any fixed or unfixed furniture, fittings, stored items, cladding or lining materials, plants or soil.

Archicentre Australia architects are unable to access areas where there is a risk of adverse disturbance or damage to the property, including garden or external areas of the site.

Workplace Health and Safety access conditions apply subject to relevant State and Territory regulations. Areas in excess of 3.0 m above ground level can only be visually assessed where safe balustrading or fall prevention barriers are permanently installed. High level access equipment may provide access where this has been explicitly requested and agreed in writing prior to the assessment.

Reasonable Access may not be possible due to physical obstructions or conditions that may be hazardous or unsafe to the architect. The inspecting architect will determine the extent of accessible areas at the time of the assessment.

Access restrictions will be noted where appropriate.

# Your Property Assessment Summary

This Property Assessment summary provides you with a “snapshot” of the items the architect considers of greatest significance for you when considering the purchase or leasing of this property. Please refer to the Definitions and the complete Report for detailed information regarding visible defects and recommended actions. Please note that this summary is not the complete Report and that in the event of an apparent discrepancy the complete Report overrides the Summary information.

## Summary of the Condition of the Property:

Apparent condition of the building respect to its age	Well maintained
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## Major Defects:

Are there any Major Defects evident?	YES
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## Serious Structural Defects:

Are there any Serious Structural Defects evident?	YES
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## Evident Defect Summary

- |   |                                   |
|---|-----------------------------------|
| NA - Not applicable, No such item       | ✓ - No visible significant defect |
| X - Maintenance Item or Minor Defect    | XX - Major Defect                 |
| U - Unknown / Inaccessible / Not tested |                                   |

Damp		Framing		Stumps / Piers	
Cracking		Water Supply		Timber Rot	
Electrics		Roof		Suspected Illegal Building	

## Assessment Summary

# Property Assessment Notes

## Professional and Trade Guide

Your architect may refer you to the following professional or tradespeople:

AR	Architects	DR	Drainers	IC	Insulation Contractors	PL	Plasterers
BC	Building Contractors	EL	Electrical Contractors	LA	Landscape Architects	PV	Paving-Variou
BR	Bricklayers	EX	Excavating Contractors	LG	Landscape Gardener & Contractors	RC	Roof Const./Repair/Clean
CC	Concrete Contractors	FC	Fencing Contractors	UP	Underpinning Services	SE	Structural Engineers
CJ	Carpenters & Joiners	GL	Glass Merch/Glazier	PC	Pest Control	TL	Tile Layers-Wall/Floor
CM	Cabinet Makers	HM	Home Maint./Repair	PD	Painters & Decorators	TS	Tilers & Slaters
DH	Damp Houses	HR	House Restump/Reblock	PG	Plumbers & Gasfitters		

## Site

### Key

- |   |                                   |
|---|-----------------------------------|
| NA - Not applicable, No such item       | ✓ - No visible significant defect |
| X - Maintenance Item or Minor Defect    | XX - Major Defect                 |
| U - Unknown / Inaccessible / Not tested |                                   |

Area		Key		Key		Key
	Fences/Rating		Paving		Surface Drainage	
	Fences/Rating		Paving		Surface Drainage	

Access Limitations (U)			
ITEM NO.	IMAGE REF.	ACCESS LIMITATIONS	ACCESS NOTES
--	--		
--	--		

Maintenance Items and Minor Defects Found (X)		
ITEM NO.	IMAGE REF.	DEFECT NOTES
--	--	
Professional and Trade Recommendations:		--

Major Defects Found (XX)		
ITEM NO.	IMAGE REF.	DEFECT NOTES
--	--	
Professional and Trade Recommendations:		--

General notes:
NA



# Property Exterior

## Key

- |    |                                       |    |                                 |
|----|---------------------------------------|----|---------------------------------|
| NA | - Not applicable, No such item        | ✓  | - No visible significant defect |
| X  | - Maintenance Item or Minor Defect    | XX | - Major Defect                  |
| U  | - Unknown / Inaccessible / Not tested |    |                                 |

Access Limitations (U)			
ITEM NO.	IMAGE REF.	ACCESS LIMITATIONS	ACCESS NOTES
--	--		
--	--		

Maintenance Items and Minor Defects Found (X)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

Major Defects Found (XX)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

General notes:
NA

## Property Interior – Dry Areas

### Key

NA - Not applicable, No such item

X - Maintenance Item or Minor Defect

U - Unknown / Inaccessible / Not tested

✓ - No visible significant defect

XX - Major Defect

Access Limitations (U)			
ITEM NO.	IMAGE REF.	ACCESS LIMITATIONS	ACCESS NOTES
--	--		
--	--		

Maintenance Items and Minor Defects Found (X)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

Major Defects Found (XX)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

General notes:
NA

## Property Interior – Service (wet) Areas

### Key

- |    |                                       |    |                                 |
|----|---------------------------------------|----|---------------------------------|
| NA | - Not applicable, No such item        | ✓  | - No visible significant defect |
| X  | - Maintenance Item or Minor Defect    | XX | - Major Defect                  |
| U  | - Unknown / Inaccessible / Not tested |    |                                 |

Access Limitations (U)			
ITEM NO.	IMAGE REF.	ACCESS LIMITATIONS	ACCESS NOTES
--	--		
--	--		

Maintenance Items and Minor Defects Found (X)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

Major Defects Found (XX)			
ITEM NO.	IMAGE REF.	DEFECT NOTES	
--	--		
Professional and Trade Recommendations:		--	

General notes:
NA



