

MultiProof - application checklist

You can use the following checklist to make sure you have remembered everything.

MultiProof application checklist		✓
1.	Complete and sign the application form.	
2.	Provide an index of all documents submitted as part of the application.	
3.	Attach all relevant plans and specifications (digital files in PDF format are preferred, with the documents grouped to minimise the number of files).	
4.	Include a design and options summary.	
5.	Include a compliance assessment report.	
6.	Include a design features report.	
7.	Include fire safety and accessibility reports if applicable.	
8.	Provide any necessary technical supporting information (such as calculations).	
9.	Provide a schedule of any specified systems.	
10.	Include certificate(s) of design work for any restricted building work.	
11.	Provide details of your ability to replicate the design at least 10 times in a two year period.	
12.	Include the application pre-payment of \$2,000 (including GST). Payment details are on the application form.	