

Progress Claim Request Form

BORROWER DETAILS

Loan Account Number:

Loan Account Name:

SECURITY DETAILS

Security Address:

INSPECTION CONTACT DETAILS

Contact Type:

Contact Name:

Telephone Number:

Email Address:

PROGRESS CLAIM INSTRUCTIONS

I/We request that a progress inspection be undertaken at the abovementioned property.

Please select ONE of the following options:

Payment to builder or contractor's financial institution (invoice must be attached).

Reimbursement for payment made, to be paid to my nominated bank account held by ORDE (receipt must be attached).

Release of surplus funds post completion, paid to my nominated bank account held by ORDE.

Payment Amount:

I/We confirm that in accordance with the fixed price build contract, please attend to the payment of:

Invoice/ Receipt # to the amount of \$ is to be paid

Invoice/ Receipt # to the amount of \$ is to be paid

Invoice/ Receipt # to the amount of \$ is to be paid

I/We confirm the stage being claimed for is now complete.

I/We understand that this payment will be subject to Valuer/Quantity Surveyor inspection.

Supporting Documents:

Each claim

Builder/Contractor Invoice; or

Builder/Contractor Invoice Receipt

Final claim

Occupancy Certificate or equivalent

Certificate of Currency (ORDE Mortgage Custodian Pty Ltd as interested party)

AUTHORITY (AT LEAST ONE BORROWER ON THE LOAN TO SIGN)

Signature

Name in full

Date

Signature

Name in full

Date

Along with this completed form, please provide the supporting documents required for this claim and email to construction@orde.com.au.

If you have any progress claim questions or require further assistance, our Construction Team are happy to help on 03 8657 2590.