

BUILDING CONTRACT REVIEW PROGRAM (BCRP) Request for Quotation

- This form should be completed where a Builder requires a quotation to participate in the Building Contract Review Program (BCRP) in order to comply with their conditions of Eligibility for obtaining Insurance under the HBCF in NSW for contracts for \$50,000 or more.
- The completed form should be lodged with a BCRP Service Provider.
- The BCRP Service Provider will contact the Builder direct regarding their request for quotation.

Section 1 - Builder Details

Name of Applicant (i.e. the legal name under which you contract and as shown on your Builder's Licence)

Builder's Licence Number

Expiry Date (dd/mm/yyyy)

Registered Business Name(s)

ABN

Business Address (Not PO Box Address)

State

Postcode

Business Telephone No.

Email Address of key contact

Mobile No. of key contact

Section 2 - Eligibility Details

Eligibility No.

Builder's Insurance Agent

Intermediary Name

Intermediary Email

Intermediary Reference No.

Contact Name

Telephone No.

Section 3 - Site Details

Unit No.

Lot No.

or

Street No.

Street Name

Suburb

Postcode

Contract Price (Including GST)

Please attach a copy of the completed 'Project Application form' for the project. Application is available on www.hbcf.nsw.gov.au

Project Description

Estimated Project Duration

Type of Contract

Section 4 – Privacy Statement

NSW Self Insurance Corporation (SICorp) is a statutory corporation constituted under the *NSW Self Insurance Corporation Act 2004* (NSW) and is responsible for carrying on the business of providing insurance under the HBCF for building work done in New South Wales that requires such insurance under the *Home Building Act 1989* (NSW). SICorp is regulated by the *Privacy and Personal Information Protection Act 1998* (NSW) and is required to provide the following information to you in relation to your personal information.

Purpose of Collection

SICorp, through its agents, including the Building Contract Review Program (BCRP) Service Providers, collects and holds personal information (information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion and which relates to a natural living person) for the purpose of providing building contract review services under the BCRP in relation to insurance under the HBCF (insurance) provided by SICorp with respect to building work requiring such insurance, including without limitation:

- Providing a quotation for builder services under the BCRP
- Providing the builder services under the BCRP
- Providing the services to SICorp under the BCRP

SICorp and its agents collect and hold personal information in connection with the purposes listed above, through this application for a quotation, your intermediary and SICorp's insurance agents.

Examples of personal information collected include, without limitation, your name, address, builder licence number and eligibility details for insurance under the HBCF.

Disclosure

SICorp or its agents may disclose your personal information in connection with the purposes listed above or as otherwise authorised or required by law, to your intermediary, or SICorp's insurance agents, State or Federal government bodies.

Consequences if information is not provided

Supply of the information sought in this form is not required by law, however, if you do not provide us with this information we will be unable to consider your application for insurance coverage for a particular project and your eligibility may be reviewed.

Access

You can request access to, and correction of, your personal information by contacting the Privacy Contact Officer of your BCRP Service Provider from whom you have sought a quotation.

In some circumstances we may not agree to allow you access to some or all of the personal information we hold about you, such as when it is unlawful to give it to you. In such cases we will give you reasons for our decision.

NSW Self Insurance Corporation, PO Box A2615, Sydney South, NSW 1235

DO NOT send this form to the above address – lodge the form with your BCRP Service Provider. This address is provided in accordance with the *Privacy and Personal Information Protection Act 1998*.

Section 5 - Builder Declaration for BCRP Service Provider Quotation

This declaration is to be executed either by the sole business proprietor/all business partners in a partnership/sole director if a sole director company/at least 2 directors of the company for other companies.

I/We confirm that the details on this application form are true and represent a fair and accurate representation of the affair(s) of the applicant(s). If any of the information disclosed in this application alters or materially changes, I/we will notify our intermediary immediately.

I/We acknowledge that SICorp, or its agent, including the BCRP Service Provider, may seek additional information from me/us or our intermediary as required from time to time.

I/We have read and understood the Privacy Statement section in this application.

For personal applicants

I consent to SICorp and its agents including the BCRP Service Provider, collecting, using and disclosing my personal information in accordance with the Privacy Statement.

For all applicants

If I have disclosed personal information in this form about any other person, I confirm that I am authorised to disclose this information to SICorp and its agents and to consent (and do consent) on that person's behalf to collection, use and disclosure of this and other personal information about them in accordance with the Privacy Statement.

Sharing of Information

In particular, I acknowledge that the BCRP Service Provider has an obligation as part of the services provided to SICorp under the BCRP to provide information in relation to any BCRP Agreement and any Builder to SICorp directly or through its insurance agents and/or their intermediaries.

I/we authorise the BCRP service provider to make available to SICorp directly or through its insurance agents and/or their intermediaries information obtained as part of the services plus any other information concerning me/us including any information provided by me to the BCRP service provider and any information relating to my financial position or my performance under the BCRP.

I/we also acknowledge that SICorp has the right to disclose such information for purposes relating to the operation of insurance under the HBCF and the management of the Home Building Compensation Fund and expressly authorise the BCRP Service Provider, SICorp or its agents to provide to and share with NSW Government parties, including other agency personnel, Ministers and Parliament any information relating to me/us.

Declared by (Name of Authorised Officer)

Signature

Date (dd/mm/yyyy)

Declared by (Name of Authorised Officer)

Signature

Date (dd/mm/yyyy)

**NB: Section 103EA of the Home Building Act 1989 (NSW) provides that it is an offence for a person, in connection with an application to an insurer for insurance under the HBCF, make a statement (whether orally, in a document or in any other way) knowing that, or being reckless as to whether, the statement is false or misleading or omits any matter or thing without which the statement is misleading in a material particular. Such an offence may be punishable by a penalty of up to \$22,000.*