

My Building Process Guide

#	Step	Who needs to do this?	Completion Date
1	Free Site Visit	YOU and Apex	21 Aug 2018
2	Finance Pre-Approval	YOU	28 Aug 2018
3	Job Quoted & Accepted	YOU and APEX	11 Sep 2018
4	Plans & Preliminaries	YOU and APEX	25 Sep 2018
5	Certification of Job	Just APEX	23 Oct 2018
6	Final Contracts Signed	YOU and APEX	6 Nov 2018
7	Pre-Construction Meeting	YOU and APEX	7 Nov 2018
8	Building Commences	Just APEX	21 Nov 2018
9	Practical Completion	YOU and APEX	20 Feb 2019
10	Occupation Certificate	Just APEX	27 Feb 2019
11	Job Completion Meeting	YOU and APEX	6 Mar 2019
12	Job Completed	YOU and APEX	7 Mar 2019