



ESTD 1983

HOPWOOD  
HÖMES

*2024 Home Building Guide*





# Welcome

Hopwood Homes have been building quality new homes in the Coffs Harbour region since 1988. With over 40 years experience building beautiful homes, you can be sure you've chosen the right people.

Building with Hopwood Homes is like a partnership. Our friendly team will keep you informed every step of the way and make sure you feel fully included in the process.

When you're making a major investment in a property, make sure you invest in a trusted, professional firm. Choose Hopwood Homes and you'll be investing into experience, personal service, local knowledge and a great value home you'll be proud of.

Hopwood Homes – creating your lifestyle, together.

*David*

David Hopwood  
Director

We're here to guide you through the process.



**David Hopwood**  
Director

The team behind the build.

The collaboration of our team, trades and suppliers with our clients is one of the invaluable benefits of building a Hopwood Home

When building with Hopwood Homes you receive access to industry professionals; from our qualified builders through to accountants and selection specialists.



**Angela Smart**  
Accounts Manager &  
Selections Consultant



**Helen Kellem**  
Contracts Administration  
& Selections Consultant

**Nick Derrin**  
Site Supervisor



**Warren Kellam**  
Labourer

**Mark Bohringer**  
Estimator

# 1 PLANNING

The first step in your building journey is a meeting with David to plan your future homes layout and design. You may decide to select from our range of already designed plans, or start from scratch – throughout this planning process you will receive guidance and expert advice from David and the team. Once the design for your home is finalised it is now time to have BASIX certification completed. (See *BASIX in this guide for more information*) To proceed through to development application preparation a **\$5,000** payment towards your preliminary deposit is now required.



## 2 INTERIOR ACCESSORIES & EXTERNAL FACADE SELECTIONS

One of our consultants will meet with you to assist in choosing items for your Hopwood Home. All selections to be finalised by the time contracts are signed.

## 3 FINAL APPROVAL OF QUOTATION & PLANS

Our team now prepare all relevant submissions for council and construction requirements. At this stage the balance of the 2.5% preliminary deposit is now due prior to council submission.

## 4 COUNCIL DEVELOPMENT & APPLICATIONS

All submissions for required applications are now finalised by our team. Once the development applications are approved we work with our consulting partners to obtain a construction certificate (CC). Prior to council submission the balance of your 2.5% preliminary deposit balance is due.

## 5 DEVELOPMENT APPROVAL & CONTRACTS

Your Development Application is now approved meaning the balance of your 5% deposit as per final quotation is due. Contracts are signed prior to receiving the Construction Certificate and your job commencing.



## 6 LAYING THE FOUNDATIONS FOR YOUR FUTURE HOME

All of our homeowners get personal onsite fortnightly meetings with David or a Hopwood Homes team member. We encourage you to be part of the process of seeing your new home through each stage of construction.



## 7 NEARING PRACTICAL COMPLETION

At lock up stage you will receive an email outlining what to do to make sure your home is communication or NBN ready. We will notify you of the expected handover date between four and six weeks prior to completion.

## 8 HANDOVER

We will liaise with the Principal Certifier to obtain the final occupancy certificate. Your home is nearing completion and ready to have your final walk through with David. Don't worry this isn't the last you will hear from us. David will meet with you again once you have settled in.



## 9 MAINTENANCE

Hopwood Homes is strongly committed to client satisfaction. All of our homes come with a 13 week trade defect liability period. As well as state statutory warranties

Photographs in this brochure may depict fixtures, finishes and features not supplied by Hopwood Homes. Furthermore photographs used in this brochure may not represent standard specifications or inclusions. This information is to be used as a guide only and information included is subject to change without notification from Hopwood Homes. Builder's Licence 61248c

# Contracts & PROGRESS PAYMENTS



## CONTRACT

A workable and watertight building contract is as important to the success of a building project as the plans, designs, and materials used during construction. The HIA contract clearly outlines and defines the responsibilities of the builder and the homeowner(s). It covers every stage of construction;

- The scope of works to be completed
- When the work is to be completed
- The contract price
- How and when payment(s) is to occur
- What happens if there are delays
- How to manage variations
- Any other matters that may lead to misunderstanding and disputes

Our detailed quotation forms part of your contract, both documents clearly outline the inclusions and fittings of your home. If you are uncertain of a particular item, specification, word or description please contact our office.

## PROGRESS PAYMENTS

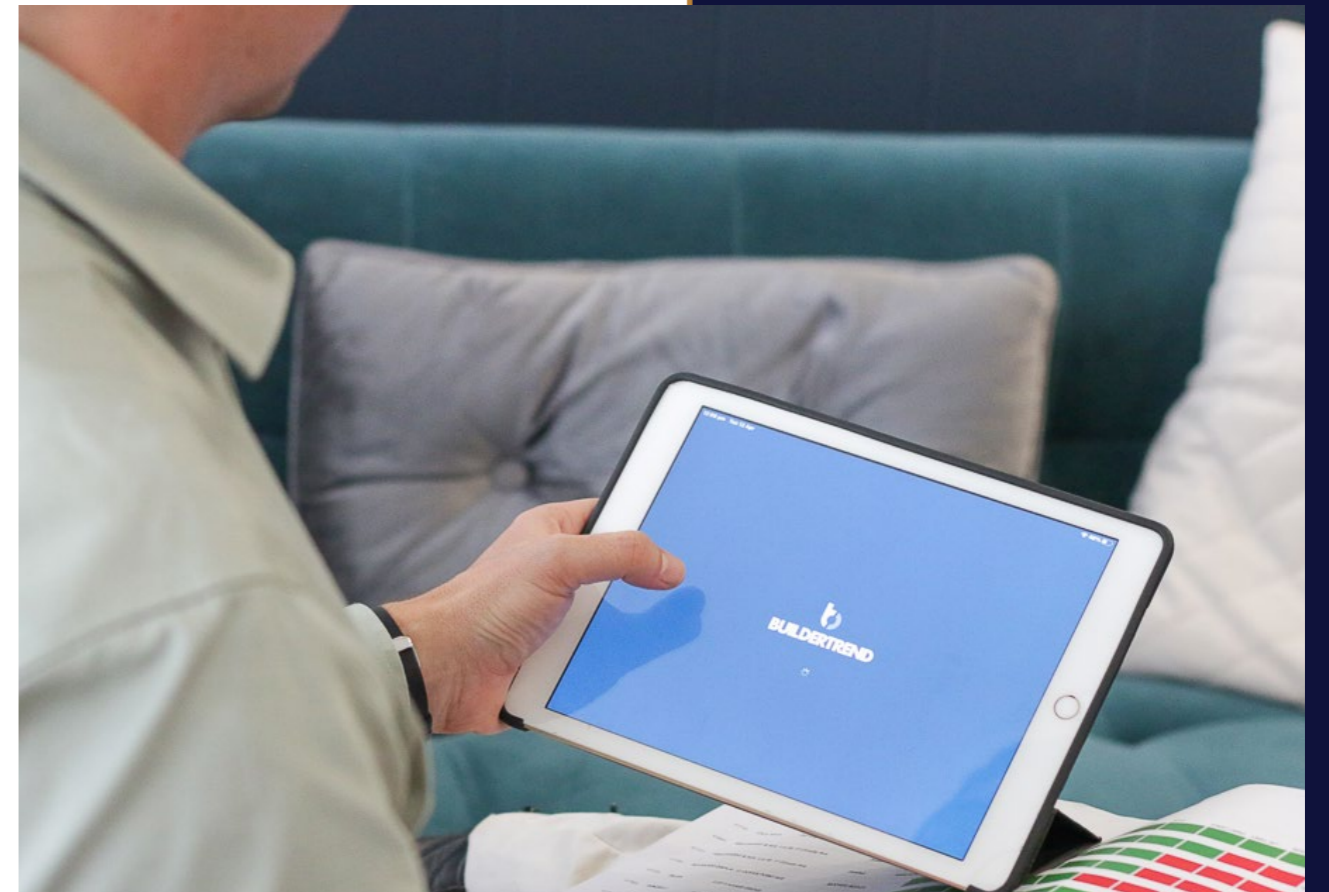
All progress payment invoices, including variation and any other required invoices are issued to homeowner(s) via their Buildertrend account.

Invoices are stored here for the convenience of the homeowner(s) giving them immediate access to the information.

It is the homeowner(s) responsibility to forward invoices for payment to their lending authority. Invoices have a seven day payment term. Late payments of the invoice amount will be calculated from the seventh day at a daily rate of 0.03% of the invoiced amount. A separate invoice will be generated and issued for this amount.

Those not requiring lending for their home are required to provide a confirmation of account balance at time of signing contracts. We may request confirmation of account again at the external linings stage.

# Homeowners APP



## UNIQUE ACCESS TO YOUR PROJECT VIA OUR HOMEOWNERS APP

Accessing information about your project is made easy via your unique homeowners app, Buildertrend. Keeping up to date with everything related to the construction of your home including pricing, communicating with the Hopwood Homes team, viewing exciting photos and videos of your construction are all made possible via the homeowner app.

Access to your project will be granted once your design plans are finalised. Once you have activated your unique account you will have access to helpful documents on how to use the service.

\*Buildertrend requires internet connection or the use of mobile data.

Every Hopwood Home is different for one reason... You. We start with your life, then build around it.

# Why Hopwood



Hopwood Homes have guided over 1,000 families to achieve their vision of building their own home. From breezy open-plan beach houses up and down the Coffs Coast, to cosy rural dwellings going west out to Dorrigo, no style or location is a problem. We have a huge number of 'off the plan' designs or we'll happily develop a design from your own ideas. Don't forget we also have great value house and land packages available. No matter how you arrive at the final design, we will ensure your new home will fit your lifestyle, budget and exceed your expectations.

## PERSONAL SERVICE

You will meet with the team every fortnight during construction. This is your chance to see exactly how the project is progressing, discuss the details of the project and sort any changes you may want to make.

## INSPECT

our work We are happy to show you through our homes as and when they are available at various stages of construction.

## ENJOYMENT

We welcome you into our friendly, comfortable and relaxed office. Building should be fun!

## PLANNING

You work directly with the team to design your home. Whether you bring complete plans, a few sketches or some ideas you have, David will do his utmost to make it happen.

## REFERRALS

We get a lot of referral business because our customers are delighted with their homes.

## DISPLAY CENTRE

Feel free to Hopwood HQ, located in our offices. Here you can see the quality of our materials and inclusions.

## HONESTY

You will be given a comprehensive upfront estimate with all the inclusions and costings from day one – no nasty surprises further down the track

## FLEXIBILITY

Your home can be on your land or on our land, it can be your plans or our plans, whichever suits you.

## PRICE

Don't think we are expensive just because we do a great job. We offer outstanding commitment and value for money.



# Hopwood HQ

## VISIT US TODAY

Welcome to Hopwood HQ, the flagship showroom and main studio of Hopwood Homes. Here at Hopwood HQ, we are committed to providing our clients with the ultimate building and design experience, so we have created a unique showroom that is a space where our clients can visit to make their new home selections and be guided by our experts.

1/8-10 Industrial Drive, North  
Boambee Valley, NSW 2450



# Selections

The selections process is an exciting time where you bring together your ideas, tastes and choices to give your home character and style that suits your lifestyle.

At Hopwood Homes our dedicated specialists will guide you through the selections process in our showroom. We understand making these decisions can be overwhelming which is why we have tools, resources and the support of our incredible local suppliers to assist you in planning your choices.

Your Selections Consultant will schedule time with you to complete the process. The first meeting is to discuss everything exterior; from brick choices, to roof colour, gutter profile, window colour to entrance door\*

Upon completion of this meeting your specialist will arrange with you a date to complete the second stage of selections, which is your internal choices and finishes.

The third and final stage of selections is completed at a later date during the construction phase. This stage considers splashback tiles for your custom designed kitchen, paint colours, letterbox and clothesline\*. Your specialist will schedule this meeting at an appropriate date during construction.

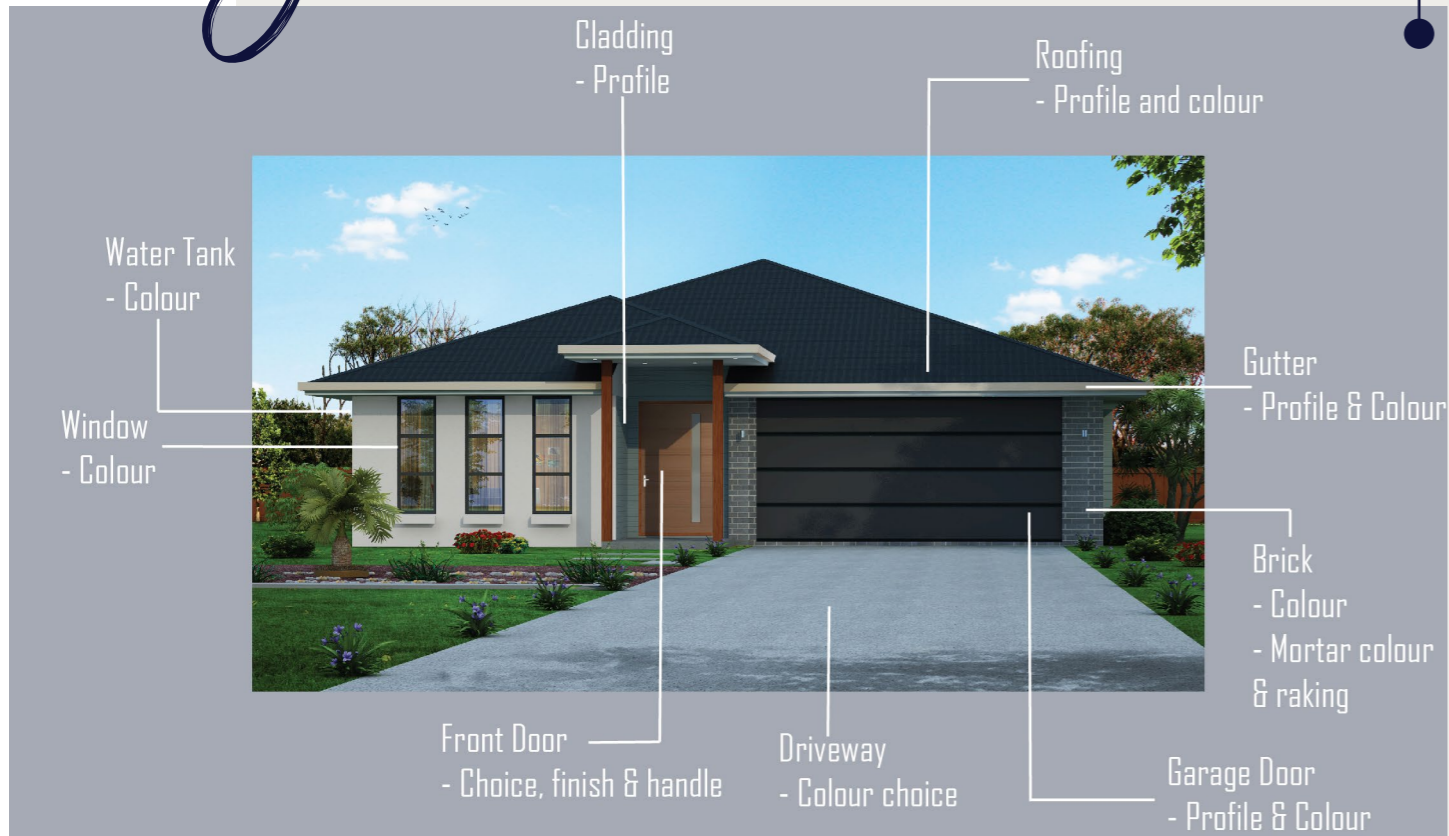
\* Always refer to your contract and final quotation for items that are included. All selections must be finalised prior to site works and construction commencing unless otherwise agreed by Hopwood Homes Pty Ltd.

“The essence of interior design will always be about people & how they live”

Albert Hadley



# Stage 1 - EXTERNAL SELECTIONS



Stage 1 of your selections focuses on the external elements of your home\*. Your Consultant will schedule a time with you to meet in our selections showroom. On average this appointment takes up to 1 hour to complete. You will be guided through making selections for;

- Roofing: please refer to your specifications and plans for the type of roof for your home.
- Fascia & Gutter: Profile and colour
- Brick: The colour of your brick including mortar raking
- Cladding: Profile
- Windows: Colour
- Front Door: Profile and finish including door furniture
- Garage Door: Profile and colour
- Driveway: Colour and confirmation of paths

Your external selection choices will be uploaded to your Buildertrend account within 3 business days of your stage 1 meeting. You will be prompted to approve each item so that we can progress to the next stage of selections.

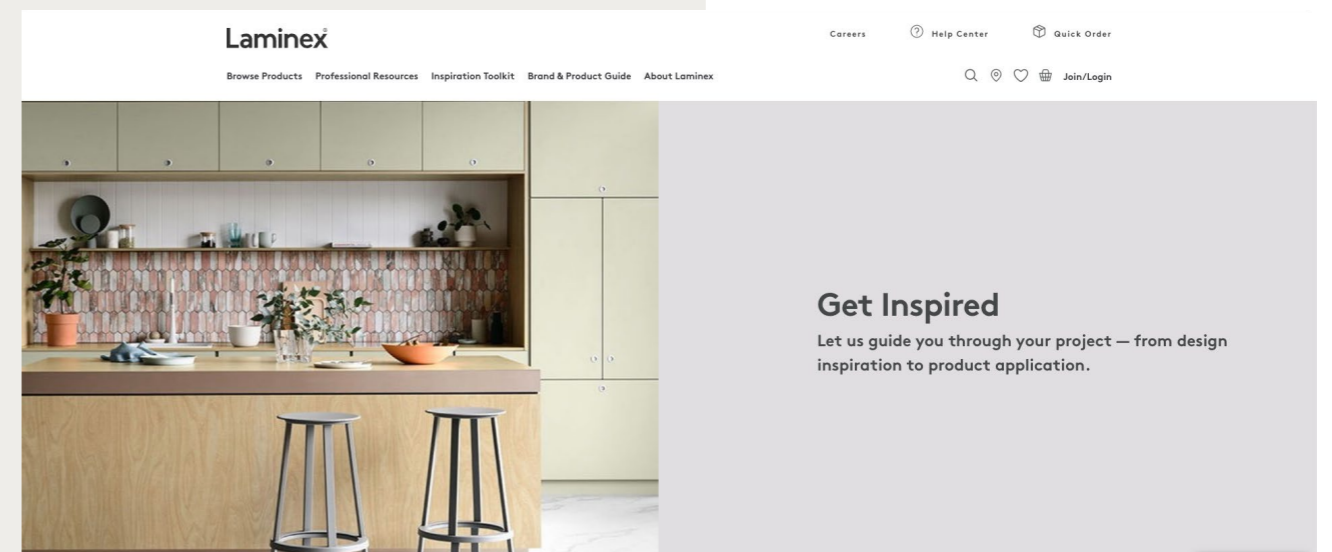
\*Please always refer to your plans and specifications for finishes included in your contract as not all items listed above may be applicable to your home design. Failure to complete your selections by the deadline may result in delays to your construction commencement.

# Helpful SITES

Many of our suppliers offer great resources to help you in making selection choices for your home.

## Laminex®

Bring style to your space with a Laminex interior design scheme. We've crafted a collection of stylish choices that reflect the Australian lifestyle, however, finding what works for you can be tricky. Take our style quiz and discover the design scheme that's right for your space.



Reece Bathrooms offer a great 3D planning tool. Plan your bathroom tapware by using our range of Mizu Products supplied by Reece Bathrooms.



### Troubleshooting

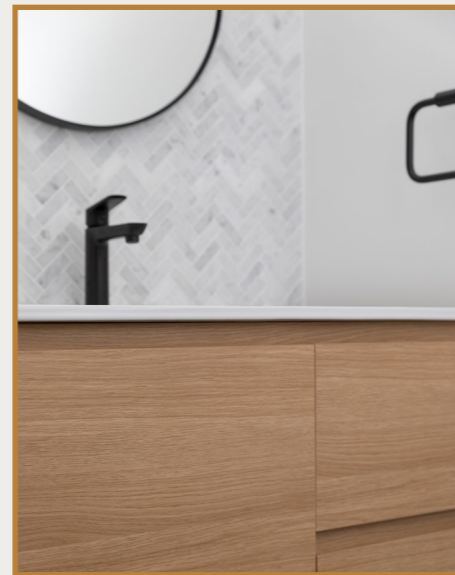
Use the guide below for further installation, login/password management or design troubleshooting. Our Online Bathroom Consultant is also available to help with 3D Bathroom Planner queries.



# Stage 2 - INTERNAL SELECTIONS

Stage 2 of your selections covers your internal choices;

- Flooring choices including main flooring, bedrooms and other areas
- Tile selections including grout choice
- Door furniture
- Robe door finishes including review of shelving layout
- Tapware & accessories
- Vanities
- Appliances
- Toilet suites
- Review electrical layout



# Stage 3 - FINAL TOUCHES

Stage 3 of your selections are the final touches we believe are best decided during construction. This includes;

- Internal & external paint colours
- Splashback tiles
- Mailbox choice
- Clothesline selection and confirmed location

Your Selections Consultant will advise you when these selections are required to be made.

## Electrical Layout & WALKTHROUGH

Your selections consultant will provide you with a conceptual electrical layout during Stage 2 of your selections. This layout is based on the allowance for communications and electrical as per your quotation and contract.

At completion of the external linings of your home Rick from Rooney Electrical will arrange an on-site meeting to confirm your electrical layout. We believe this is a fantastic benefit as you are given the opportunity to move about your home and consider how each room and its electrical layout will best meet your lifestyle.

At this meeting if any items are discussed your consultant will notify you of any variations within two business days of the meeting. These items require your approval prior to installation.

## Custom Kitchens FOR CUSTOM HOMES

Your Hopwood Home includes custom laundry and kitchen cabinetry. Prior to commencing Stage 1 of your selections your Consultant will be in touch to arrange your kitchen design appointment. You will have a maximum of three meetings to complete your custom design choices.

# Our Display Homes



## MOONEE BEACH DISPLAY HOME

Our Moonee Beach Display Home is now open!

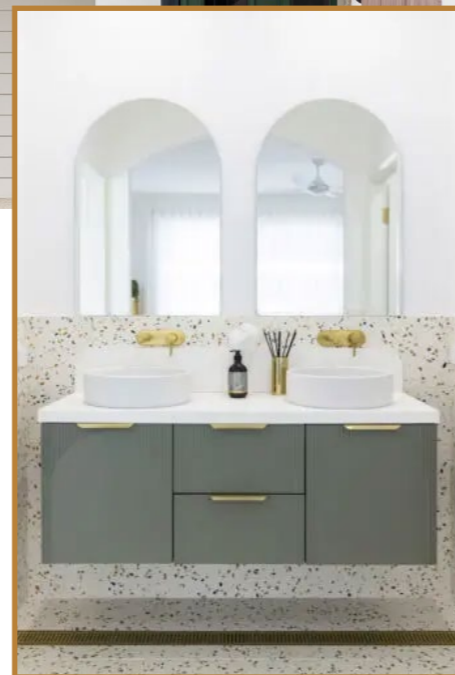
**51 Moonee Creek Drive, Moonee Beach NSW 2450**

A Palm Springs-inspired double-story home also features a detached 2 bedroom granny flat on site! We're seeing lots of homeowners opt for a granny flat inclusion lately; a great way to make some money from your property or house those extra family members.

Internally, you're going to see some big wow design features! We're loving the 70s interior aesthetic for this new display; lots of colours, natural textures and tropical accents

## NEW DISPLAY COMING SOON

Follow us on to be the first to hear when our new display home on the Coffs Coast Southern Beaches is ready.



*Connect*  
WITH US

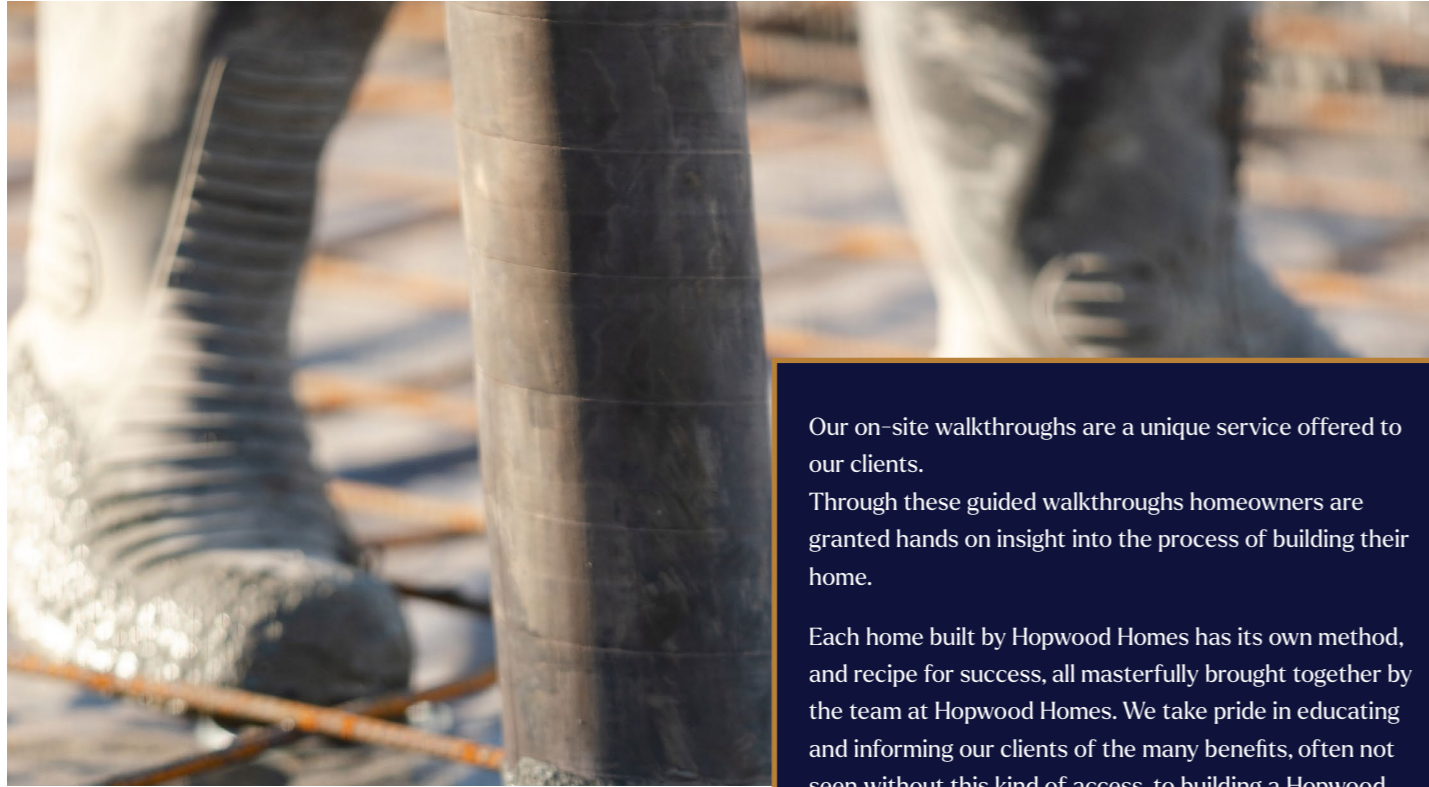
(02) 6650 0200

[info@hopwoodhomes.com.au](mailto:info@hopwoodhomes.com.au)

[hopwoodhomes](https://www.instagram.com/hopwoodhomes)

[hopwoodhomes](https://www.facebook.com/hopwoodhomes)

# On-Site WALKTHROUGHS



Our on-site walkthroughs are a unique service offered to our clients.

Through these guided walkthroughs homeowners are granted hands on insight into the process of building their home.

Each home built by Hopwood Homes has its own method, and recipe for success, all masterfully brought together by the team at Hopwood Homes. We take pride in educating and informing our clients of the many benefits, often not seen without this kind of access, to building a Hopwood Home.

Being on a building site does however come with risks. That is why it is mandatory that homeowners are only on site at a pre-arranged time with a member of Hopwood Homes or one of its representatives. For the safety of homeowners and interested parties, if homeowners do access, or are found to have accessed the property at any other time not arranged or known by Hopwood Homes, on-site meetings will cease until advised by Hopwood Homes.

For this recipe to be successful we also remind homeowners that specifications, items in the home, and its final finish, have been agreed to within the quotation and contract specifications.

Our on-site meetings are exciting! They should not be seen as an opportunity to make amendments to any of the structural or non structural items of your home. As this can have an impact on price, timeframe, engineering, council conditions of approval and final occupation certification. If you do have a request it must be sent in writing to our office within 1 business day of the onsite meeting. No action will be taken unless the request is in writing. Hopwood Homes will advise of receipt of request within 1 business day of receiving it.



Hopwood Homes will advise you of the date of practical completion of your home known as, handover. We will issue a letter at a minimum of 4 weeks prior to this date. This is an exciting time that we have been lucky to witness for over 40 years, for over one thousand homeowners.

Prior to final occupation being granted there are steps that need to be taken by Hopwood Homes, third parties and finally the homeowners.

To ensure every attention is given to you and the process of handing your new home over, we ask that only the parties listed on the contract be present at handover.

During the walkthrough, Hopwood Homes will demonstrate the features of your home whilst also ensuring the final finish meets specified guides and tolerances.



VISIT US TODAY AT HOPWOOD HQ  
OR OUR MOONEE DISPLAY HOME.  
SCAN QR CODE TO VISIT OUR WEBSITE.

(02) 6650 200

INFO@HOPWOODHOMES.COM.AU

1/8-10 INDUSTRIAL DRIVE, NORTH BOAMBEE VALLEY, NSW 2450

HOPWOODHOMES.COM.AU

BLN. 61248C ABN. 75002596125

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