

## SAMPLE: FIXING STAGE REPORT



Date

Client's Name  
Current Address  
Suburb  
VIC Code

Dear Client

**RE: LOT NO.#, # NAME STREET, SUBURB, VIC CODE**

I attended the above site with you, your wife and the Building Supervisor from [... Homes] on Friday, [date].

### The Situation

- The house was at fixing stage.
- The plaster was fitted, sanded and marked up to show areas requiring attention.
- Plaster is fitted with expansion gaps to junction between storeys.
- Waterblock sheeting is fitted to wet areas.
- Waterproofing to balconies is completed.
- Waterproofing to shower areas has not yet been installed.

#### 7.09\* Water Discharge from Outlets

Water discharge from outlets is defective if it does not drain properly and clears the surrounds of vessels such as baths, basins, troughs or sinks.

- The left door to balcony from Bedroom 1 is twisted.

#### 8.05\* Distortion of Doors

Door leaves are defective if, during the initial three months, they twist or bend greater than the limits listed, i.e. twisting measured diagonally across door = 5 mm.

- Expansion joints to brickwork are not filled yet.

This list is not restricted to the above items.

\*Guide to Standards & Tolerances 2007, Building Commission, referencing the Building Code of Australia

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## Summary

Overall, the standard of workmanship appears to be at a satisfactory level, with good quality control measures in place.

We recommend that you ensure that double-glazing, or equivalent, is fitted to windows.

We also advise that any fixings made for balustrades, air conditioning units etc. on the balconies do not compromise the membrane. This will avoid leaking issues in the future.

## Photographic Record



Front of house



Expansion joints to bricks not filled



Waterblock sheeting to wet areas



Expansion joint to plaster between storeys



Plaster marked up to show defects



Waterproofing membrane to balcony over Garage

**Photographic Record ctd...**



Waterproofing membrane to balcony off Bedroom 1



Twist to Bedroom 1 door



Twist to Bedroom 1 door from outside

Thank you for engaging SPI Property Inspections to carry out your inspection.

Kind Regards



Colin Legg  
**SPI Property Inspections**