NATIONAL HOME BUILDERS REGISTRATION COUNCIL
NHBRC

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ASSURING QUALITY HOMES

FOR OFFICE USE ONLY ENGINEERING SERVICES		FOR OFFICE USE ONLY ADMINISTRATION OFFICE
Geotechnical Engineer	Structural Engineer	Admin Officer
Reviewed: Date:	Reviewed: Date:	Reviewed: Date:

PROPERTY DETAILS:

ERF NO:

TOWNSHIP:

HOMEBUILDER'S NAME:

REGISTRATION NUMBER:

ENROLMENT OF HOMES CHECKLIST

NORMAL ENROLMENT			
No	**Item**	**Mandatory**	**Attached**
1.	EF003/ST003	Yes	
2.	Appendix B1	Yes	
3.	Housing consumer index form and certified ID/Passport copy	Yes	
4.	Copy of Builder Registration Certificate	Yes	
5.	Builder ID certified copy	Yes	
6.	Cost breakdown of building cost and signed contract between HB and HC	Yes	
7.	Title deed/ deed of sale/Consolidated Title Deed with a letter from the Attorney/ Notarial Deed Lease	Yes	
8.	Approved plans (approved within 12 months)/ Section 82 / Section 7(6)	Yes	
9.	SG Diagram (where applicable)	No	
10.	Proclamation document	No	
11.	Bank Rating letter / Letter of good standing / HB's Insurance	Yes	
12.	Power of Attorney (Homebuilder to Facilitator) if applicable	No	
13.	BS001 (IBT or Timber) where applicable	No	
14.	Geotechnical Report	Yes	
15.	Feasibility study/Marketing brochures (80/20)	No	
16.	Annexure A – Mandatory Technical Requirements for Home Enrolment	Yes	