



Independent Building Inspections.  
Associate Member Building Officials Institute New Zealand.(BOINZ)

**Letter of Engagement**

Date requested; \_\_\_\_\_

**CLIENT DETAILS**

Name; \_\_\_\_\_

Address(current); \_\_\_\_\_

Phone home; \_\_\_\_\_

Mobile; \_\_\_\_\_

Email Address; \_\_\_\_\_

**INSPECTORS NAME:** Bryan Richards, NZTC, BOINZ. Accredited Building Surveyor

**INSPECTION ADDRESS:**

Address of property; \_\_\_\_\_

**Confirmation date for completing the Building Report.**

Contract; \_\_\_\_\_

Date; \_\_\_\_\_

Items of concern; \_\_\_\_\_

\_\_\_\_\_

**Scope of report:** \_\_\_\_\_ (Official Use Only)

**LIMITATIONS AND CONDITIONS;** as per: NZS 4306: 2005, IBIS Terms and conditions

**Fees:** \_\_\_\_\_ (Official Use Only)

**PROFESSIONAL LIABILITY INSURANCE;** Lumley General Insurance.

Bryan Richards  
Managing Director,  
I B I S 2000 Ltd.