

Renovation/ Conversion Stage Payment Requests



To enable your stage release to be processed we require a completed stage release request form and the necessary documentation as detailed below.

Stage	Certification Required
Stage One – To complete Structural Overhaul	Copy of Detailed Planning Permission and Building Regulations / Warrant.
Stage Two – To achieve wind & water tight	Certification from either NHBC Solo Inspector (or other suitable structural warranty inspector), qualified Architect, Structural Engineer or NHBC registered Builder confirming that the structural overhaul has been completed to a satisfactory level.
Stage Three – Plastering and Services	Certification from either NHBC Solo Inspector (or other suitable structural warranty inspector), qualified Architect, Structural Engineer or NHBC registered Builder confirming that the property is wind & water tight (this does not have to include windows).
Stage Four – To final completion	Certification from either NHBC Solo Inspector (or other suitable structural warranty inspector), qualified Architect, Structural Engineer or NHBC registered Builder confirming that the first fix has been completed.