

Traditional Construction 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 Foundations	Copy of Detailed Planning Permission and Building Regulations / Warrant.
Stage Two – To Wall Plate Level	Certification from either NHBC Solo Inspector (or other suitable structural warranty inspector), qualified Architect, Structural Engineer or NHBC registered Builder confirming that the foundations have been completed to a satisfactory level. If you are using NHBC, certificate numbers 1, 2 and 3 are required at this point.
Stage Three – 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 wall plate level has been achieved. If you are using NHBC, certificate numbers 4 and 5 are required at this point.
Stage Four – To complete first fix and external rendering	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). If you are using NHBC, certificate number 6, along with additional confirmation that the roof is fully tiled is required at this point.
Stage Five – To complete the property	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. If you are using NHBC, certificate number 7, along with additional confirmation that all internal plasterboarding is complete, is required at this stage