This is a checklist outlining the key information required for determining the market cost for the construction of a non-trunk item under the Brisbane Infrastructure Charges Resolution (Resolution).

* This checklist and form should accompany the:
	+ ‘Conversion of a non-trunk item to trunk infrastructure’ checklist and prescribed form, if the non-trunk item is not land.
* Please ensure to complete the checklist and the prescribed form and scan and attach any additional, relevant information to support your claim.

For further information please contact Council on (07) 3403 8888.

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| Complete the determining the market cost for construction of non-trunk item - prescribed form |
| Determining the market cost for construction of non-trunk item- prescribed form completed and attached. | **Yes** **[ ]  / No** **[ ]**  |
| Complete the conversion of a non-trunk item to trunk infrastructure – checklist and prescribed form |
| Conversion of a non-trunk item to trunk infrastructure – checklist and prescribed form completed and attached. | **Yes [ ]  / No [ ]**  |
| Provide details of the Applicant  |
| * Applicant details
 | **Applicant Company and / or Name:**       |
| * Developer details
 | **Developer name** (if applicable)**:**       |
| Provide details of the proposed development  |
| * Development Application details
 | **Development Application Reference number:**       |
| * Property details
 | **Lot/Plan:**       |
| Provide the specified supporting information  |
| Applicant’s market cost for construction of non-trunk item. | **Yes [ ]  / No [ ]**  |
| Details of the open tender process including: *(if an open tender process was undertaken)* | **Yes [ ]  / No [ ]  / Not applicable [ ]**  |
| * Evidence of the open tender process for the work.
 | **Yes [ ]  / No [ ]**  |
| * Statement under Part 4 (Recalculation of the establishment cost for required works) of Resolution.
 | **Yes [ ]  / No [ ]**  |
| * A bill of quantities and schedule of rates for the work in an excel format (including formulas).
 | **Yes [ ]  / No [ ]**  |
| Details of the method used to calculate the market cost including:  | **Yes [ ]  / No [ ]  / Not applicable [ ]**  |
| * The estimated construction cost for the work.
 | **Yes [ ]  / No [ ]**  |
| * The estimated construction on costs and list of each cost, for the work.
 | **Yes [ ]  / No [ ]**  |
| * Risk and contingencies and the proportions applied.
 | **Yes [ ]  / No [ ]**  |