

INSTRUCTIONS

Thank you completing the Application for Owner Builder Authorization.
To ensure your application is complete please include the following:

- Completed and signed Questionnaire *(for each Co-Applicant)*
- Sworn Affidavit of Execution, sworn by a witness in front of a Commissioner for Oaths for Alberta *(for each Co-Applicant) (you can find a Commission for Oaths at any Alberta Registry office or lawyers office)*
- If payment was not made online, attach your payment in the amount of \$750 to the Government of Alberta by cheque, certified cheque, or money order.
- Send this completed Application to:

New Home Buyer Protection Office
Alberta Municipal Affairs
16th Floor, Commerce Place
10155-102 Street
Edmonton, Alberta T5J 4L4

Once the completed Application is received, it will take 14 business days to evaluate. You will be notified in writing once a decision has been made.

Please read instructions carefully as an incomplete application may cause delays.

THE FEE FOR APPLICATION FOR OWNER BUILDER AUTHORIZATION IS NONREFUNDABLE.

Name of Applicant

1. I am applying for an authorization to build a single detached house without warranty. Yes No
2. I intend to personally occupy the new home as my primary residence for: Less than 10 years 10 years or more
3. I intend to personally engage in, arrange for or manage all or substantially all of the construction of the proposed new home. Yes No
4. I intend to hire a builder, general contractor, project manager or construction manager to build the proposed new home. Yes No
5. I understand that I am required to and will update the registry to include the following information:
 - (i) the names of and contact information for all the subcontractors who were involved in building the new home, if different from those who were listed on application; Yes No
 - (ii) the date when I first occupy the new home.
6. I understand that I am required to obtain warranty coverage on the new home, or obtain an exemption from the Registrar from that requirement, if I wish to sell or offer to sell the new home within 10 years of the occupancy date. Yes No
7. I understand that warranty providers may:
 - (i) refuse to provide coverage under a home warranty insurance contract,
 - (ii) determine the cost of coverage under a home warranty insurance contract based on a risk assessment and Yes No
 - (iii) to request detailed information about the new home and the construction process from me/us.
8. I have the following ownership interest in the land where the new home is to be built:

<input type="checkbox"/> An interest in fee simple	<input type="checkbox"/> A life interest	<input type="checkbox"/> At least half interest in tenancy in common
<input type="checkbox"/> Share with one other person - joint tenancy	<input type="checkbox"/> A registered interest under a lease with a term of at least 15 years	<input type="checkbox"/> An unregistered lease
<input type="checkbox"/> Option to purchase	<input type="checkbox"/> Purchase and sale agreement	<input type="checkbox"/> Other _____
9. The interested referred to in question 8 is:

<input type="checkbox"/> Solely in my individual name	<input type="checkbox"/> Partly in my individual name and partly in the name of the corporation or one or more other individuals
<input type="checkbox"/> Solely in the name of a corporation	<input type="checkbox"/> Solely in the names of other persons
10. I intend to use the new home:

<input type="checkbox"/> The new home will be my primary residence	<input type="checkbox"/> The new home will be a secondary residence or my personal use, such as recreational, property
<input type="checkbox"/> The new home will be a rental investment property	<input type="checkbox"/> I intend to sell the new home within the next 10 years
11. This is the first home I or anyone ordinarily resident with me has built as an owner builder. Yes No
12. I have made a false or misleading statement in a previous application for an authorization. Yes No

13. I have been subject to the following actions under the *New Home Buyer Protection Act*:

Compliance Order Monetary Penalty Conviction of an offence under the *New Home Buyer Protection Act*

None of the Above

14. I have not been ordinarily resident in a new home for which another person was issued owner builder an authorization in the previous 3 years. Yes No

15. I do not meet all of the criteria for an owner builder, and an explanation is attached to this document. Yes No

By signing this document, I confirm that I have answered the above questions to the best of my knowledge and have answered all the questions truthfully.

I understand and agree that I will comply with the *New Home Buyer Protection Act* and the *New home Buyer Protection Regulations*. I will notify the New Home Buyer Protection Office of any changes pertaining to this Application for Owner Builder Authorization.

Date (yyyy-mm-dd)	Printed Name of Applicant	Signature of Applicant X
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The collection of personal information is necessary to support the New Home Buyer Protection Office. The collection is authorized under Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act and will be managed in accordance with the privacy provisions in the Act. If you have any questions regarding the collection of your personal information, please send your inquiry to the New Home Buyer Protection Office, Alberta Municipal Affairs, 16th Floor, Commerce Place, 10155 - 102nd Street, Edmonton, AB, T5J 4L4 or telephone to 1-866-421-6929.

Application Date (yyyy-mm-dd)

PRIMARY APPLICANT

Legal Given Name		Middle Name	Last Name		
Date of Birth (yyyy-mm-dd)	Driver's Licence Number	Telephone Number	Alternate Telephone Number	Email Address <i>*primary method of contact</i>	

CURRENT HOME ADDRESS

Street Number	Number Suffix	Unit / Suite / Apt.	Street Name		
Street Type (e.g., avenue, court, crescent, etc.)			Street Direction (e.g., NE, NW, SE, SW)		
Municipality				Postal Code	Province/Territory AB

MAILING ADDRESS Same as Current Address

Street Number	Number Suffix	Unit / Suite / Apt.	Street Name		
Street Type (e.g., avenue, court, crescent, etc.)			Street Direction (e.g., NE, NW, SE, SW)		
Municipality				Postal Code	Province/Territory AB

CO-APPLICANT(S)

A co-applicant is anyone who shares the title of the proposed property. You must identify ALL co-applicants.

Legal Given Name		Middle Name	Last Name		
Date of Birth (yyyy-mm-dd)	Driver's Licence Number	Telephone Number	Alternate Telephone Number	Email Address <i>*primary method of contact</i>	

ORDINARILY RESIDENT(S) (over 18 years old residing in the home)

Legal Given Name		Middle Name	Last Name		
Date of Birth (yyyy-mm-dd)	Telephone Number	Email Address <i>*optional</i>			

NEW HOME LOCATION INFORMATION

Civic Address Assigned? Yes No

If yes, complete the information below:

Street Number	Number Suffix	Unit / Suite / Apt.	Street Name
Street Type		Street Direction (e.g., NE, NW, SE, SW)	
Municipality			Postal Code
			Province/Territory AB

LINC

Legal Land Description

Please provide the legal description in one of the following formats:

<input type="checkbox"/> Lot / Block / Plan	Lot		Block		Plan	
<input type="checkbox"/> ATS Standard	LSD	QTR	SEC	TWP	RGE	MER
<input type="checkbox"/> ATS Non-Standard	TYPE		LOT	TWP	RGE	MER

SUBCONTRACTORS WHO WILL BE INVOLVED IN BUILDING THE HOME

Trade	Business Name	Registered Address	Telephone Number

Please mail a cheque, certified cheque, or money order for the total amount of \$750.00 payable to the Government of Alberta.

New Home Buyer Protection Office
 Alberta Municipal Affairs
 16th Floor, Commerce Place
 10155 - 102 Street
 Edmonton, Alberta T5J 4L4 Canada
 Telephone: 1-866-421-6929
 Fax: 780-427-2538
 Website: www.homewarranty.alberta.ca
 Email: homewarranty.inquiries@gov.ab.ca

I, _____ of _____ in the Province of Alberta
Name of Witness *City/Town*

MAKE OATH TO SAY:

1. I was personally present and saw _____ sign the "Application for Owner Builder Authorization".
Name of Applicant
2. The "Application for Owner Builder Authorization" was signed at _____ in the Province of Alberta.
City/Town
3. I know _____ and (s)he is in my belief the full age of 18 years.
Name of Applicant

SWORN / AFFIRMED BEFORE ME at the City of _____, in the Province of Alberta,
this _____ day of _____, 20 _____.

A Commissioner for Oaths or Notary Public in and for the Province of Alberta

Signature of Witness

Commissioner for Oaths Stamp



New Home Buyer Protection Act

Frequently Asked Questions

When does the *New Home Buyer Protection Act* (NHPBA) take effect?

The NHPBA will take effect in the fall of 2013. The Act applies to new homes constructed under a building permit applied for after the Act comes into force and will not be retroactive.

What are the minimum required terms of coverage under the NHPBA?

The minimum required warranty coverage terms are

- One year labour and materials for detached homes and non-common property in condominiums;
- Two years for defects in labour and material related to delivery and distribution systems;
- 10 years for major structural; and
- Five years on building envelope, with a requirement for the warranty provider to offer the option to purchase additional years of coverage.

How will the implementation of the program affect municipalities?

Municipalities and permit issuers will be required to check for proof of warranty before issuing construction permits. They will have access to an online database to confirm warranty coverage. Municipal Affairs will provide guidelines, materials, and advice to assist municipalities in meeting the new requirement.

The *New Home Buyer Protection Act* does not affect an accredited municipality's requirement to apply the *Safety Codes Act*. Accountabilities set out in the *Safety Codes Act* and the accreditation agreement remain the same.

Once the program is implemented, will it affect the number of inspections done to a home under construction?

Based on what we've seen in other jurisdictions that have implemented mandatory warranty programs, we expect warranty companies could increase the number of inspections they conduct on new homes in order to manage their risk. These inspections would not replace or supersede those required by the *Safety Codes Act*.

Will renovations be covered?

Renovations and substantial reconstruction will be defined in regulation, and a reconstruction threshold that will trigger warranty will be identified. In British Columbia, that threshold is set at 75% of the home above grade has been rebuilt. We are evaluating the threshold for Alberta. Municipal Affairs will develop guidelines and assist municipalities in determining when the threshold for substantial reconstruction is met.



For more information on the *New Home Buyer Protection Act*, contact Municipal Affairs
Public Safety Division at 1-866-421-6929 or visit us on the web at
<http://www.municipalaffairs.alberta.ca>.



What buildings are covered under this Act?

All new residential construction for which a building permit is issued after the in force date in the fall of 2013 must comply with the Act. This includes houses, condominiums, and recreational properties (cottages and cabins), as well as modular and manufactured homes. Dorms, work camps, hotels, and rental apartments will be exempt, as they follow a different ownership model.

Owner-builders will be allowed to not procure warranty. If they choose to sell their home before the ten-year term of warranty, they must purchase warranty coverage for the remainder of the ten-year term.

What are the penalties for non-compliance under the Act?

Penalties are up to \$100,000 for a first offence and up to \$500,000 for second and subsequent offences. Compliance officers can also issue orders.

How will people know if a resale home has warranty on it?

An online warranty tracking system will be available to home buyers, municipalities, realtors, lending institutions, etc. to help them make informed decisions. The system will track warranty for homes that fall under regulated mandatory new home warranty. It will not track unregulated warranty that some buyers may have purchased prior to the Act coming into force.

Prospective homebuyers may wish to get more information from the seller or seller's agent about existing warranty coverage on homes built prior to the Act coming into force.

What is a home's building envelope?

"Building envelope" refers to the shell of the home, including the roof and walls. The building envelope is the separation between the interior and exterior environments of a building, which protects the indoor environment and facilitates climate control.

The building envelope is a common area of failure and is currently only covered by warranty for one year. Building envelope issues can take at least three years to emerge, and repair costs can range from tens of thousands to hundreds of thousands of dollars.

