



Protection for new-build home buyers

Consumer Code for Home Builders Independent Dispute Resolution Scheme Evidence Checklist

Where relevant you may wish to provide copies of the following documents in support of your claim:

Consumer Code Reference no.

Home Buyer:

Home Builder:

		Yes	No
1.	Reservation Agreement		
2.	Sale Contract		
3.	Pre-purchase information e.g. sales prospectuses, brochures, plans, layouts		
4.	Copies of correspondence e.g. emails, letters etc between you and the builder		
5.	Quotations/estimates to support the sum(s) claimed.		
6.	Receipts/ invoices to prove expenditure and/or loss		
7.	Notes of conversations or meetings		
8.	Other relevant documents e.g.		
	i. Service charge payment demand		
	ii. Leasehold report		
	iii. Home Builder's complaints policy and procedure		
	iv. Reports carried out by your home warranty company e.g. claims made under your policy or through their dispute resolution service		