

The Passive Build Quote Checklist (Melbourne)

Section	Checklist Item	Included? (Yes/No)
Project Basics	Site address & orientation confirmed	☐
Project Basics	Bushfire (BAL) rating assessed	☐
Project Basics	Soil test & contour survey completed	☐
Project Basics	Planning permit pathway clarified	☐
Project Basics	Target move-in date and budget range agreed	☐
Performance Targets	Passive House vs 7-Star target confirmed	☐
Performance Targets	ACH50 airtightness target (≤0.6 ideal) documented	☐
Performance Targets	Thermal bridge-free detailing identified	☐
Performance Targets	NatHERS modelling or PHPP responsibility assigned	☐
Performance Targets	Window & door U-value / SHGC targets listed	☐
Envelope & Windows	Insulation R-values for roof/walls/floor specified	☐
Envelope & Windows	Thermally broken window/door frames specified	☐

Envelope & Windows	Double/triple glazing selection confirmed by orientation	☐
Envelope & Windows	Installation tapes & membranes listed in inclusions	☐
Envelope & Windows	Verified, detailed window/door install drawings included	☐
Airtightness & QA	Airtightness line drawings included	☐
Airtightness & QA	Service cavity strategy included	☐
Airtightness & QA	Penetration sealing responsibility assigned	☐
Airtightness & QA	Two blower door tests allowed for (pre-line & final)	☐
Airtightness & QA	Target ACH50 and test reports included in handover	☐
Ventilation, Heating & Cooling	HRV/ERV sized for floor area & bedrooms	☐
Ventilation, Heating & Cooling	Duct layout, silencers & filters specified	☐
Ventilation, Heating & Cooling	Commissioning & balancing included in scope	☐
Ventilation, Heating & Cooling	Backup space heating/cooling strategy defined	☐
Ventilation, Heating & Cooling	Condensate & maintenance access detailed	☐