

Renovation budget worksheet

A one-page budget to agree with the client before anything is ordered. The Excel tracker in this download carries it through the job.

Project _____ Prepared by _____
Client _____ Date and version _____

CODE	COST ITEM	BUDGET (EXCL GST)	QUOTED OR ESTIMATED?	ALLOWANCE OR PROVISIONAL SUM?	NOTES
01	Preliminaries and site set-up				
02	Consent, design, engineering and council fees				
03	Demolition and site works				
04	Foundations and slab				
05	Framing				
06	Roofing				
07	Cladding and flashings				
08	Windows and exterior doors				
09	Plumbing and drainage				
10	Electrical				
11	Insulation and linings				
12	Interior joinery and doors				
13	Painting				
14	Flooring and tiling				
15	Kitchen and bathrooms				
16	Heating and ventilation				
17	Decks, landscaping, driveway				
18	Contingency				

	AMOUNT
Subtotal (excl GST)	
GST at 15%	
Total budget (incl GST)	

Allowances are stated as allowances and the difference is charged or credited at cost. Any change is priced on a variation form before it is done. The client sees this sheet, updated, with every progress claim. Work of \$30,000 or more needs a written contract (Building Act 2004; template in this library). Contingency of 10 to 15% is usual on existing buildings.

Client signature _____ Contractor signature _____
Date _____ Date _____