



MD Insurance Services Ltd. is the scheme administrator for LABC Warranty and is authorised and regulated by the Financial Conduct Authority. Version 5



The image shows a row of brick houses with dark roofs and chimneys. The entire scene is overlaid with a warm, orange-toned filter. In the foreground, there are young trees and some low-lying shrubs. The text "Extranet Training Manual" is centered over the middle of the image in a white, sans-serif font.

# Extranet Training Manual

# Extranet

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# Extranet

## Features and benefits of the LABC Warranty Extranet:

- **Streamlined Quoting:** Utilise our intuitive online quote application form, which allows you to save progress and efficiently complete submissions
- **Seamless Documentation:** Easily download and upload Plot Matrix files and enjoy faster quote turnaround times to accelerate your workflow
- **Certificate Issuance:** Issue your own certificates when available, providing greater control and flexibility
- **Risk Management:** Proactively manage risks and defects on a plot-by-plot basis, enabling targeted mitigation and response strategies
- **Plot Details Management:** Input and track plot addresses and final sale prices, ensuring accurate and up-to-date records
- **Action Management:** View, search, and respond to actions that may block Certificates of Insurance from being issued, with a focus on prompt resolution
- **Plot Summary:** Access a comprehensive plot-level summary of outstanding actions and issued documents, facilitating informed decision-making
- **Inspection Planning:** Review your inspection plan to understand our requirements and ensure a smooth inspection process
- **Action Response and Tracking:** Respond to actions, upload required documentation, and monitor progress, all within a centralised platform
- **Account and Payment Management:** View outstanding registration and payment information, update office and employee details
- **Extranet Accessibility:** Easily view, add, or update individual office or employee details, and grant Extranet access to authorised users
- **Document Repository:** Access technical documents submitted to us and policy-related information issued to you, all in one convenient location
- **SPV Management:** View and manage sites related to multiple Special Purpose Vehicles (SPV) under a single Extranet account, streamlining operations
- **Payment Oversight:** Stay on top of outstanding payment information to avoid unexpected surprises at the end of the process

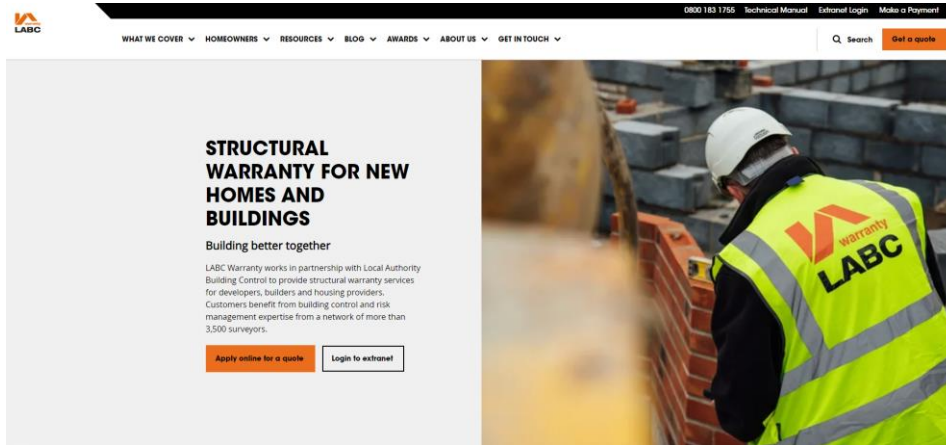
## If you are a Company Administrator, you will also be able to:

- Set other company administrators
- Add new employees and offices
- Activate/deactivate Extranet users from company employees registered with LABC Warranty

For best performance, please use Chrome or Edge to ensure that any pop-ups are enabled. Contact us for any training support



# Welcome to the Extranet



To access the Extranet, click the link on the top right of LABC Warranty website:

[www.labcwarranty.co.uk](http://www.labcwarranty.co.uk)

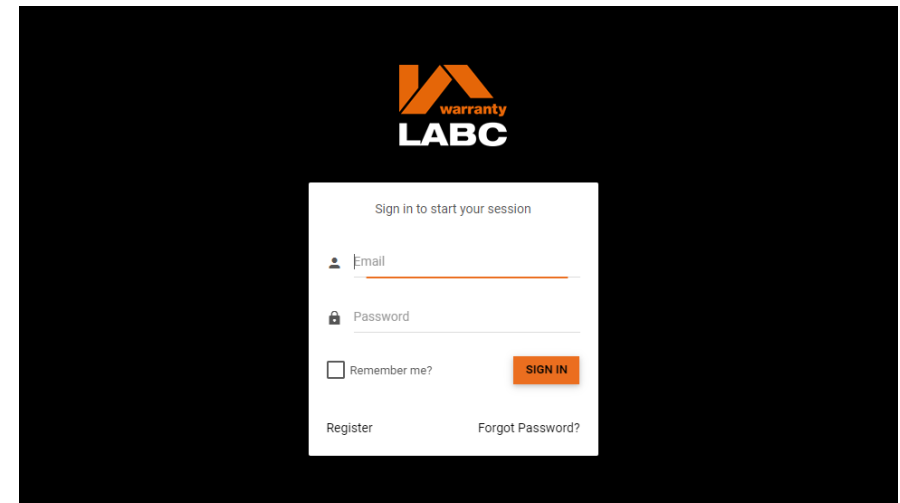
Alternatively, save the following URL into your internet browser favourites list or bookmarks:

<https://extranet.labcwarranty.co.uk>


If you have not received an email granting you access to the Extranet, then click the Register link on the log in screen and complete and submit the form as requested.

You will receive an email asking you to click and validate your Extranet access. This will take you through to a new screen where you can set up your password.

Once this is done, if you have forgotten your password, simply go on to the Extranet login page and click the **Forgot Password** link. Enter your email address and click the **Reset my password** button. This will send an email to your inbox for you to click and reset your password. If you have not received this email, please ensure you check your spam filters and junk folder. Please note that this link will expire within 24 hours.



# Home: Quick Access



LABC

HOME

QUOTES

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Hello **Testa**, need help? Get in touch **0800 083 5293**

GET A QUOTE

GET A CERTIFICATE

TE

LABC  
SUPPORT  
ONLINE

YOUR SITES1

Search

Q

Reference	Site address	Plots	Plots nearly complete
<a href="#">PL-LABC-10027804</a>	LABC Test Development, CH61 6XB	5	2

Showing 1 - 1 of 1 entries

YOUR QUOTES AND APPLICATIONS1

Search

Q

Reference	Site address	Plots	Status
PL-LABC-10027808/1	Test Site 2, Another Test Site, Test, CH41 1AU	0	Incomplete

Showing 1 - 1 of 1 entries

INCOMPLETE APPLICATIONS (1) >

ORDERS WITH PLOTS NEARLY COMPLETE >

MANAGE COMPANY DETAILS >

Registration status

Status

Expiry Date

Fees Due

✓

Approved

06/05/2026

£0

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The Extranet **Home** page provides shortcut links to all the **Quotes**, **Sites** or **Company** related information you may require. You are also able to access this information via the tabs down the left-hand side of the screen.

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# Home: Update password and select company to view



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Click to change your password or log out

Registration st

Status

Expiry Date

Fees Due

Logout

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Test Company Ltd

Change password

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Q

Reference	Site address	Plots	Plots nearly complete
PL-LABC-10027804	LABC Test Development, CH61 6XB	5	2

Showing 1 - 1 of 1 entries

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Q

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You can change your **Extranet Password** or log out of the system by clicking on your initials in the circle in the top right-hand corner of the screen. If you are registered under multiple companies, you can choose which you want to view from the drop-down list. If this has not been enabled, please email [extranet@labcwarranty.co.uk](mailto:extranet@labcwarranty.co.uk) with the LABC Warranty registration number for each company you wish to be added.

# Home: Update password and select company to view



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Test Company Ltd

Test Company

Company \_NorthWest


Company\_Midlands

Registration st

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<a href="#">PL-LABC-10027804</a>	LABC Test Development, CH61 6XB	5	2

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YOUR QUOTES AND APPLICATIONS0

Reference	Site address	Plots	Status
You don't currently have any quotes			

INCOMPLETE APPLICATIONS (0) >

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Select and click the **Company** you want to view in this session, and the home page and site information will update accordingly. Please note that you will need to repeat the process for each different company by clicking on your initials in the top right-hand corner. You are unable to view sites registered under different limited companies together in a consolidated view.



# Home: Get a certificate



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GET A QUOTE

GET A CERTIFICATE

0800 083 5293

REQUEST CERTIFICATE

CERTIFICATE OF INSURANCE

PLOT INITIAL CERTIFICATE

YOUR SITES

Search

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YOUR QUOTES AND APPLICATIONS

0

Reference	Site address	Plots	Status
You don't currently have any quotes			

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You can use the **Get A Certificate** link on the top bar to filter your Sites and Plots to see if a **Plot Initial Certificate** or **Certificate of Insurance** (COI) can be issued. You can also check if there are any **Actions** outstanding which would stop this. Click the relevant option for the type of certificate you require.

# Home: Get a certificate



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YOUR SITES

Search

Reference	Site address
<a href="#">PL-LABC-10027804</a>	LABC Test Deve

Showing 1 - 1 of 1 entries

YOUR QUOTES AND APPLICATIONS

0

Reference	Site address	Plots	Status
You don't currently have any quotes			

REQUEST CERTIFICATE OF INSURANCE

Please choose a site

Search

Reference	Address	Plots
PL-LABC-10027804	LABC Test Development, Testing Lane, Testing Town, CH61 6XB	5

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You need to select the relevant **Site** from the list by clicking on the reference number.

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REQUEST CERTIFICATE OF INSURANCE - PL-LABC-10027804

AVAILABLE PLOTS

Search

SELECT ALL PLOTS

Plot Reference	Plot name	Plot address	Date certificate issued	
PL-LABC-10027804-2	Plot 2	Test NH 2		ADD >
PL-LABC-10027804-3	Plot 3	Test NH 3		ADD >
PL-LABC-10027804-4	Plot 4	Test NH 4		ADD >
PL-LABC-10027804-5	Plot 5	Test NH 5		ADD >

Showing 1 - 4 of 4 entries

SELECTED PLOTS

Search

REMOVE ALL PLOTS

Plot Reference	Plot name	Plot address
< REMOVE	PL-LABC-10027804-1	Plot 1 Test NH 1

Showing 1 - 1 of 1 entries


PREVIOUS <NEXT >

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Select one or however many **Plots** for which certificates are needed by clicking the **Add** button against each Plot, then click **Next** to proceed.



# Home: Get a certificate



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Plots selected

Plot 1

OUTSTANDING ITEMS PREVENTING YOUR CERTIFICATES BEING ISSUED

Search

Action outstanding

Applies to

Receipt of a Confirmed Sale Price is required

Whole Site

UPDATE DETAILS

1

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YOUR SITES

Search

Reference

Site address

PL-LABC-10027804

LABC Test Develop

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YOUR QUOTES AND APPLICATIONS

Reference

Site address

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This will show if there are any outstanding **Actions** which would stop the relevant certificate(s) from being issued.

# Home: Filter plots nearly complete



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Reference

PL-LABC-10027804

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YOUR QUOTES AND APPLICATIONS

Reference

Site address

Plots

Status

You don't currently have any quotes

ORDERS WITH PLOTS NEARLY COMPLETE

Select a site to view any plots that are nearing completion – i.e. plots at roof stage or beyond

Sites

1

Entries per page

10

Search

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Reference

Site Address

Plots

Plots Nearly Complete

PL-LABC-10027804

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You can use the **Actions For Plots Nearly Complete** link to select a **Site** and view any urgent **Actions** required for Plots nearing completion.

# Quote application: Site details



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## Quote application

STEP 1: SITE DETAILS

STEP 2: PLOT DETAILS

STEP 3: PRODUCT DETAILS

STEP 4: ROLE DETAILS

STEP 5: DECLARATION DETAILS

In order to provide a formal quotation, all sections of this application form must be completed and additional information provided where required. You are able to save and return to the application form as required. The guidance notes section provides additional help and guidance in completing this application form. If you have any questions please do not hesitate to contact us.

**PLEASE NOTE:** Failure to complete all relevant sections of this form fully may result in us being unable to provide a quotation for your site. Incomplete forms may result in delays.

**SITE DETAILS**

**QUOTE RECIPIENT DETAILS**

Quote recipient

Miss Testa Employee

Quote recipient office

Head Office - Test Company, CH61 6XB

**SITE ADDRESS**

Address line one

Test Site

Address line two

Address line three

Town/city

You must enter a value


Postcode

You must enter a value

Select **Get a Quote** at the top of the screen to open the quote application form. You can save the form at any time and return to it later, but you will be unable to submit your application without all the mandatory information supplied. Please note that this will not provide an instant quotation as subject to underwriter review. A formal quotation will be emailed to you and viewable on the Extranet when issued.



# Quote application: Site details



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CONSTRUCTION DETAILS



Expected construction start date

05/02/2024





Expected construction end date

25/08/2024





Maximum number of storeys above ground

2



Maximum number of storeys below ground

1




Please answer the following questions:

Will any unit(s) contain any non-traditional construction methods?

Please select an option

Traditional construction is defined as brick or block cavity construction or accredited timber frame (ISO 9001/CE Mark)



Are there any units attached or structurally connected to any other structure not included in this application?


Please select an option

YesNo

Has this site previously been in administration?

Please select an option


YesNo

SAVE

NEXT >

The **Get a Quote** application form is dynamic and will only ask the questions relevant to your project. Support text is provided to help you complete the form by clicking the **(i)** icon. You will be alerted if any required information has not been provided.

# Quote application: Site details



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GET A QUOTEGET A CERTIFICATETE

Expected construction start date

05/02/2024

Expected construction end date

25/08/2024

Maximum number of storeys above ground

2

Maximum number of storeys below ground

1

Please answer the following questions:

Will any unit(s) contain any non-traditional construction methods?

YesNo

Are there any units attached or structurally connected to any other structure not included in this application?

YesNo

Please refer to our technical manual (available for download via [www.labcwarranty.co.uk](http://www.labcwarranty.co.uk) for guidance on new elements connecting to existing structures and ensure you comply with the following:

- A Party Wall Agreement in accordance with the Party Wall Act will be in place (will not be required if you own the adjacent property)
- The separating wall(s) between the existing and new properties meet the relevant Building Regulation requirements
- The existing adjacent foundations and wall structures are suitable to support any proposed increased loading(s)
- The junction of the new and existing wall(s) will be constructed to ensure dampness cannot enter either of the properties
- An effective damp proof course will be present within any shared wall(s)
- Movement joints will be incorporated to allow for limited differential movement

Has this site previously been in administration?

YesNo


SAVE

NEXT >

The **Save** button will enable you to save and exit the form. Any saved applications can be accessed via the **Home** page quick link. Click **Next** to proceed to the next page.

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# Quote application: Plot details

**LABC**

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Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓

STEP 2: PLOT DETAILS ✎

STEP 3: PRODUCT DETAILS ✎

STEP 4: ROLE DETAILS ✎

STEP 5: DECLARATION DETAILS ✎

PLOTS - 0

We require detailed information about each plot being built. The easiest way to do this is by downloading the Plot Matrix template and uploading this once complete. Alternatively, use our Plot Wizard.


Please select the option required:

Do you want to use the download/upload plot matrix?


Yes

No

Please note: Please ensure you complete all sections of the spreadsheet as required. If you have any questions, relating to the information required, please contact us on 0800 107 8446

  
Click to download plot matrix template

Drop plot matrix file below or click to upload  
Drag and drop files here or click

SAVE 

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NEXT >

You can download and upload an Excel document to provide **Plot** information as requested or select the manual option and enter your **Plot** information on-screen.



# Quote application: Plot details



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Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓

STEP 2: PLOT DETAILS ✎

STEP 3: PRODUCT DETAILS ✎

STEP 4: ROLE DETAILS ✎

STEP 5: DECLARATION DETAILS ✎

PLOTS - 0

We require detailed information about each plot being built. The easiest way to do this is by downloading the Plot Matrix template and uploading this once complete. Alternatively, use our Plot Wizard.

Please select the option required:

Yes

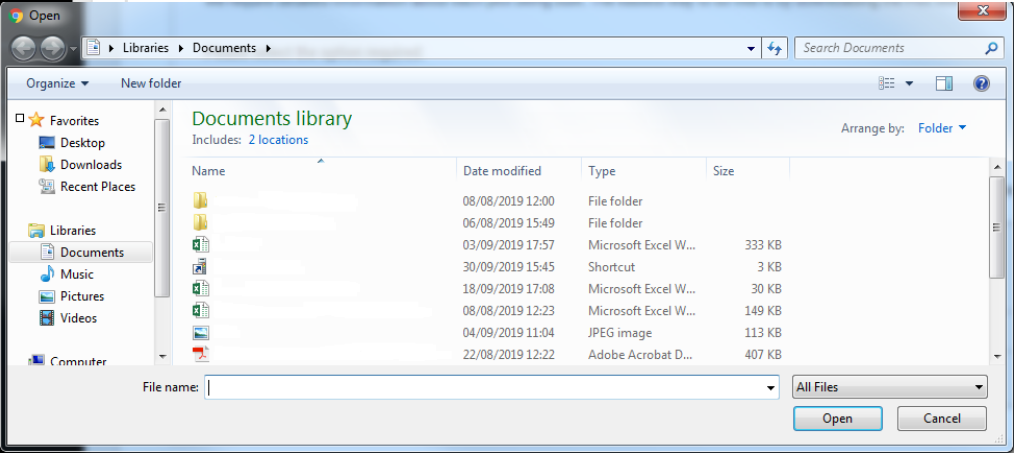
No

Information required, please contact us on 0800 107 8446

SAVE

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NEXT >




# Quote application: Plot matrix

	A	B	C	D	E	F	G	H	I	J
1	Plot Name	Warranty Product	New Build/Conversion	Unit Type	Stage of Works	Reconstruction Cost	Estimated Sale Price	Block Name	Sq m	
2	1	New Homes	New Build	Detached	No Works Started	150,000.00	200,000.00		152	
3	2									
4	3									
5	4									
6	5									
7	6									
8	7									
9										
10										
11										
12										

After downloading and saving the **Plot Matrix**, please fill in the required information using the dropdown boxes, ensuring that block name cells are completed for apartment units and square metre cells are filled in for all plots.

# Quote application: Upload



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## Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓

STEP 2: PLOT DETAILS ✓

STEP 3: PRODUCT DETAILS ✎

STEP 4: ROLE DETAILS ✎

STEP 5: DECLARATION DETAILS ✎

PLOTS - 5

PLOT SUMMARY

RELOAD PLOT DETAILS

Total reconstruction costs: £710,000.00

Total estimated sale price: £200,000.00

Feel free to alter the table as you wish.

	Plot name	Warranty product	New build/conversion	Unit type	Stage of works	Reconstruction cost (£)	Estimated sale price (£)	Block	Area/sqm
1	1	New Homes	New build	Detached	No Works Started	150,000.00	200,000.00		
2	2	Social Housing	New build	Terraced	No Works Started	120,000.00			
3	3	Social Housing	New build	Terraced	No Works Started	120,000.00			
4	4	Social Housing	New build	Terraced	No Works Started	120,000.00			
5	5	Commercial	New build	Shopping Centre	No Works Started	200,000.00			300

+ Tip! click to add additional rows to the table. - Tip! click the '-' to delete selected rows from the table.

SAVE


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The information uploaded in the **Plot Matrix** will be automatically totalled and displayed on screen as a summary once the Excel is uploaded. You can amend any of the details uploaded by clicking the drop-down arrows or re-loading the updated Excel using the **Reload Plot Details** button.



# Quote application: Product details



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STEP 1: SITE DETAILS ✓STEP 2: PLOT DETAILS ✓STEP 3: PRODUCT DETAILS ✎STEP 4: ROLE DETAILS ✎STEP 5: DECLARATION DETAILS ✎

PRODUCTS - 3

NEW HOMES

Total number of units  
1  
Total estimated reconstruction cost of units  
£150,000.00  
Total estimated selling price of units  
£200,000.00  
Period of cover  
10 Years  
Will you be taking deposits from purchasers?  
If you are taking deposits then we may be able to provide cover under the Insolvency of Developer During the Building Period. Please consider if this cover is required as you may already have a facility for securing these deposits.  
Would you like Insolvency of Developer during the Building Period cover, if we can provide it?  

YesNo

YesNo

SOCIAL HOUSING


Total number of units  
3  
Total estimated reconstruction cost of units  
£360,000.00  

10 Years12 Years

You will be asked further questions relating to the products selected e.g. New Homes, Social Housing, Private Rental etc.

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# Quote application: Role details



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STEP 1: SITE DETAILS ✓STEP 2: PLOT DETAILS ✓STEP 3: PRODUCT DETAILS ✓STEP 4: ROLE DETAILS ✓STEP 5: REGISTRATION DETAILSSTEP 6: DECLARATION DETAILS

ROLES

Please complete the table below to allocate the correct company and contact (if required) for each role. The guidance notes provide definitions for each role if required. If you / your company is in the role, please select the 'Set role as me' option and this will automatically populate your details. To add a different company or contact to a role or amend, simply select the 'Add new' option. If you wish to add additional roles to the application, please select the 'Add role' option.

External roles to be set for this site

ADD ROLE

Set to me	Role	Company name	Contact name	
✓	Invoice Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Site Report Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Warranty Document Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Building Control Provider	Cheshire West and Chester Council	N/A	EDIT
✓	Developer	Test Company	N/A	EDIT
✓	SET TO MEBuilder	new	N/A	EDIT

These are the companies and individuals who will have a role on your site. You must allocate a contact to each role to proceed or set these as yourself. **Add Role** enables additional roles to be added, and new companies or contacts can be added via the **Edit** link.

# Quote application: Edit role

The screenshot shows the 'EDIT WARRANTY DOCUMENT RECIPIENT' dialog box, which is divided into two main sections: 'ENTER COMPANY DETAILS' and 'ENTER CONTACT DETAILS'. The 'ENTER COMPANY DETAILS' section includes fields for 'Company name' (set to 'New Builder'), 'Year established', 'Legal form type' (with a dropdown menu), and 'CORRESPONDENCE ADDRESS' (with a 'Postcode lookup' toggle). The 'ENTER CONTACT DETAILS' section includes fields for 'Title', 'First name', 'Last name', 'Country code' (set to 'United Kingdom'), 'Telephone', 'Mobile', and 'Email'. All required fields are marked with a red underline and a red error message 'You must enter a value'. The dialog box has a 'CANCEL' button and an 'OK' button. In the background, the 'Quote application' interface is visible, showing a sidebar with navigation links (HOME, QUOTES, SITES, REPORTING, COMPANY, TRAINING GUIDE, MARKETING MATERIAL, CONTACT US, PRIVACY POLICY, TERMS OF USE) and a main content area with a 'ROLES' section. A red error message 'Failed to load companies' is displayed in the top right corner of the background interface.

**EDIT WARRANTY DOCUMENT RECIPIENT**

**ENTER COMPANY DETAILS**

Company name  
New Builder

Year established

**CHANGE COMPANY**

Legal form type  
You must enter a value

**CORRESPONDENCE ADDRESS**

☐ Postcode lookup

Address line one  
You must enter a value

Address line two

Address line three

**ENTER CONTACT DETAILS**

Title  
You must enter a value

First name  
You must enter a value

Last name  
You must enter a value

Country code  
United Kingdom

Telephone  
Telephone or mobile number required


Mobile  
Telephone or mobile number required

Email

**CANCEL** **OK**

To edit a role select **Edit** and complete the information in the dialogue box before selecting **OK** to save.

# Quote application: Add new developer or builder



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Hello Test, need help? Get in touch 0800 083 5293

GET A QUOTEGET A CERTIFICATETE

Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓STEP 2: PLOT DETAILS ✓STEP 3: PRODUCT DETAILS ✓STEP 4: ROLE DETAILS ✓STEP 5: REGISTRATION DETAILSSTEP 6: DECLARATION DETAILS

ROLES

Please complete the table below to option and this will automatically pc

External roles to be

Set to me

ADD COMPANY DETAILS MANUALLY

ADD ROLE

CANCELOK

✓	Invoice Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Site Report Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Warranty Document Recipient	Test Company	Mr Test Employee 1	EDIT
✓	Building Control Provider	Cheshire West and Chester Council	N/A	EDIT
✓	Developer	Test Company	N/A	EDIT
✓	Builder	new	N/A	EDIT

EDIT DEVELOPER

Set to me / my company

Company name


New

any is in the role, please select the 'Set role as me' he application, please select the 'Add role' option.

YesNo

If you are using a separate developer or Builder for your project, click **Edit** and start typing the developer's or builder's company name, then select the correct option from the drop-down list. If the company is not already listed, click **Add Company Details Manually**.

# Quote application: Add new developer or builder



- HOME
- QUOTES
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GET A QUOTE GET A CERTIFICATE TE

## Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓STEP 2: PLOT DETAILS ✓STEP 3: PRODUCT DETAILS ✓STEP 4: ROLE DETAILS ✓STEP 5: REGISTRATION DETAILS ✎STEP 6: DECLARATION DETAILS ✎

### BUILDER REGISTRATION DETAILS

A Builder is the company which constructs properties on behalf of a Developer or Client.

Is the Builder company already registered with LABC Warranty?

Is the Builder company associated to another company that is already registered with LABC Warranty?

### COMPANY BACKGROUND

Is property development your full time occupation?

You must enter a value

Number of units constructed in last financial year

Value must be a valid number

Number of units to be constructed in the next financial year?

Value must be a valid number

What is the estimated value of land bank held? (£)

Value must be a valid number

### DETAILS OF PREVIOUS DEVELOPMENT PROJECTS


Can you provide details of previous development projects?

You must enter a value

You must confirm if the developer and/or Builder is registered with LABC Warranty and, if so, provide their seven-digit registration number e.g. REG/LABC/**3000000**.



# Quote application: Declaration



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GET A QUOTEGET A CERTIFICATETE

Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓STEP 2: PLOT DETAILS ✓STEP 3: PRODUCT DETAILS ✓STEP 4: ROLE DETAILS ✓STEP 5: REGISTRATION DETAILS ✓STEP 6: DECLARATION DETAILS ✎

DECLARATION & SUBMISSION

CLAIMS EXPERIENCE & GENERAL INSURANCE QUESTIONS

Please answer the following questions for you or any director or partner / any individual or organisation referenced within this application:

Have you sustained any losses or had any claims in the last three years that would be covered by this insurance?

Please select an option

Have you ever been refused property insurance or had any special terms imposed by any insurer?

Please select an option

Have you ever been convicted or is there any kind of prosecution pending for any offence involving dishonesty of any kind?

Please select an option

Have you ever been prosecuted or received notification of intended prosecution under the Health and Safety Act 1974 or Consumer Prosecution Act 1987?


Please select an option

Have you ever been involved with a house builder or construction company that has gone into liquidation / declared bankrupt in the past? If Yes, please provide details of what company and when. A Statement of Affairs will usually be required if the liquidation / bankruptcy occurred in the last 5 years

Please select an option

YesNoYesNoYesNoYesNoYesNo

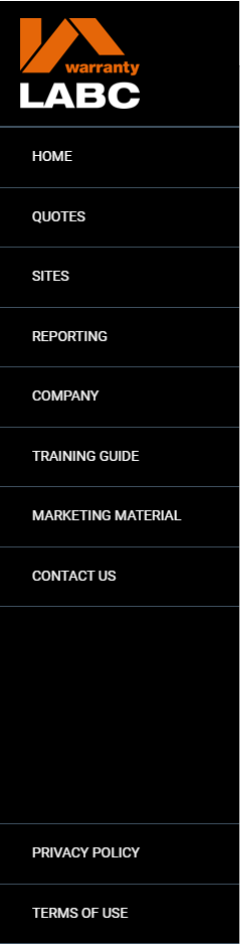
ACCOMPANYING DOCUMENTS



Other supporting documents  
Drag and drop files here or click

You are required to complete the claims and general insurance declaration.

# Quote application: Declaration



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GET A QUOTE

GET A CERTIFICATE

TE

## Quote application PL-LABC-10024973/1

STEP 1: SITE DETAILS ✓ STEP 2: PLOT DETAILS ✓ STEP 3: PRODUCT DETAILS ✓ STEP 4: ROLE DETAILS ✓ STEP 5: REGISTRATION DETAILS ✓ STEP 6: DECLARATION DETAILS ✎

### DECLARATION & SUBMISSION

#### CLAIMS EXPERIENCE & GENERAL INSURANCE QUESTIONS

Please answer the following questions for you or any director or partner / any individual or organisation referenced within this application:

Have you sustained any losses or had any claims in the last three years that would be covered by this insurance?

Yes

No

Additional information

You must enter a value

Have you ever been refused property insurance or had any special terms imposed by any insurer?

Yes

No

Have you ever been convicted or is there any kind of prosecution pending for any offence involving dishonesty of any kind?

Yes

No

Have you ever been prosecuted or received notification of intended prosecution under the Health and Safety Act 1974 or Consumer Prosecution Act 1987?

Yes

No

Have you ever been involved with a house builder or construction company that has gone into liquidation / declared bankrupt in the past? If Yes, please provide details of what company and when. A Statement of Affairs will usually be required if the liquidation / bankruptcy occurred in the last 5 years

Yes

No


#### ACCOMPANYING DOCUMENTS



Other supporting documents  
Drag and drop files here or click

You will be advised if any additional information is required to be uploaded based upon your responses.

# Quote application: Supporting documents



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[GET A QUOTE](#)[GET A CERTIFICATE](#)

TE

### DECLARATION & GENERAL INSURANCE QUESTIONS

Please answer the following questions for you or any director or partner / any individual or organisation referenced within this application:

Have you sustained any losses or had any claims in the last three years that would be covered by this insurance?

Yes

No

Have you ever been refused property insurance or had any special terms imposed by any insurer?

Yes

No

Have you ever been convicted or is there any kind of prosecution pending for any offence involving dishonesty of any kind?

Yes

No

Have you ever been prosecuted or received notification of intended prosecution under the Health and Safety Act 1974 or Consumer Prosecution Act 1987?

Yes


No

Have you ever been involved with a house builder or construction company that has gone into liquidation / declared bankrupt in the past? If Yes, please provide details of what company and when. A Statement of Affairs will usually be required if the liquidation / bankruptcy occurred in the last 5 years

Yes

No

### ACCOMPANYING DOCUMENTS



Other supporting documents  
Drag and drop files here or click

Technical Overview - PL-LABC-978390.xlsx

### DECLARATION

It is important that you answer all questions fully, truthfully and accurately. Please remember that the answers you give will be used to determine the terms that we can offer. If incorrect information is provided, this may result in the policy being amended or cancelled and may reduce the amount payable in the event of a claim or may result in the non-payment of a claim.

I/we declare that to the best of my/our knowledge and belief, the information I/we have given is correct and complete in every detail on behalf of the proposed insured.

Yes


[SUBMIT](#)

[SAVE](#)

[< PREVIOUS](#)

You will be required to upload any documentation related to your application before submitting your **Quote** application. You will be able to see on screen if the upload has been successful and delete/re-upload if required. Once all the information required is complete, you will be able to click the **Submit** button. Please note that this will not provide an instant quotation as subject to underwriter review. This will submit the application, and you will receive the formal quotation document bundle and terms and conditions via email once it has been formally underwritten.

# Quote: Application pending



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GET A QUOTEGET A CERTIFICATETE

YOUR QUOTES 0

INCOMPLETE APPLICATIONS 2

APPLICATIONS PENDING 1

Applications pending1

Entries per page10

Search


PL-LABC-10024971/1	Test Site 2, LE3 3RT	2 plots	APPLICATION SUBMITTED: 05-02-2024
--------------------	----------------------	---------	-----------------------------------

Showing 1 - 1 of 1 entries

<1>

Once submitted, your application will show on the **Quotes** tab under **Applications Pending**. You will be sent your formal quotation via email and be able to download a copy via the Extranet.

# Quote: Incomplete application



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YOUR QUOTES 0

INCOMPLETE APPLICATIONS 1

APPLICATIONS PENDING 2

Incomplete applications1

Entries per page10


Search

PL-LABC-10024972/1	Test Site 3, B16 9DT	0 plots	DELETE APPLICATION	COMPLETE APPLICATION
--------------------	----------------------	---------	--------------------	----------------------

Showing 1 - 1 of 1 entries

Any incomplete applications can be accessed via the **Home** page quick link or the **Quotes** tab under **Incomplete Applications**. Click **Complete Application** to continue with the application or **Delete Application** to remove from the Extranet.

# Quote: Your active quotes



LABC

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YOUR QUOTES 1

INCOMPLETE APPLICATIONS 1

APPLICATIONS PENDING 1

Your quotes1

Entries per page10

Search

PL-LABC-10024973/1

Test Site, CH45 1AU

5 plots

Sales account manager

Miss account manager

01516504300

Expires

13-02-2024

Total number of plots

5

Total fees due

£12,054.30

Product name	Number of plots	Total reconstruction cost	Total estimated sale price	Total fees
New Homes	1	£150,000.00	£200,000.00	£2,548.98
Social Housing	3	£360,000.00	N/A	£4,584.42
Commercial	1	£200,000.00	N/A	£4,920.90

Showing 1 - 1 of 1 entries

VIEW QUOTE DOCUMENTS

1

Any quotes which have been submitted via the Extranet and not yet accepted will be available to view under the **Quotes** tab and **Your Quotes**. Click on the **View Quote** button to view the quote summary.

31



# Quote: Your active quotes

The screenshot displays the LABC warranty website interface. A modal window titled "VIEW QUOTE DOCUMENTS" is open, showing a table of documents for quote PL-LABC-10024973. The table lists document types, file names, the scope they apply to, and the upload date, with a "DOWNLOAD" button for each entry. The background shows the website's navigation menu, a sidebar with quote details, and a summary of applications and fees.

**VIEW QUOTE DOCUMENTS**

Document type	File name	Applies to	Date uploaded	
Terms and Conditions	Terms and Conditions.pdf	Whole site	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Site Statement of Fact	Site Statement of Fact - PL-LABC-10024973.pdf	Whole site	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Quotation	Quote Acceptance - PL-LABC-10024973_1.pdf	Whole site	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Quotation	Quote - PL-LABC-10024973_1.pdf	Whole site	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Policy Document	LABC Social Housing Policy v12.pdf	2 - 4	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Insurance Policy Information Document	LABC Social Housing Policy v12 IPID.pdf	2 - 4	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Policy Document	LABC New Homes Policy v14.pdf	1	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Insurance Policy Information Document	LABC New Homes Policy v14 IPID.pdf	1	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Policy Document	LABC Commercial Policy v12.pdf	5	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>
Insurance Policy Information Document	LABC Commercial Policy v12 IPID.pdf	5	06/02/2024 11:45:10	<a href="#">DOWNLOAD</a>

Showing 1 - 10 of 10 entries

Navigation: < 1 >

**Website Sidebar:**

- YOUR QUOTES 1
- Your quotes
- Entries per page: 10
- PL-LABC-10024973
- Sales account manager: Miss account manager
- 0151650430
- Product name: New Homes, Social Housing, Commercial
- Showing 1 - 1 of 1 entries

**Website Header:**

- GET A QUOTE
- GET A CERTIFICATE
- TE

**Website Summary:**

- APPLICATIONS PENDING 1
- Total number of plots: 5
- Total fees due: £12,054.30
- Total fees breakdown: £2,548.98, £4,584.42, £4,920.90
- VIEW QUOTE DOCUMENTS

Click the **Download** button to view the document required.

# Quote: Your active quotes

LABC

warranty

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YOUR QUOTES 1

Your quotes

Entries per page 10

PL-LABC-10024973

Sales account manager Miss (L)Olivia De 0151650430

Product name

New Homes

Social Housing

Commercial

Showing 1 - 1 of 1 entries

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GET A QUOTE

GET A CERTIFICATE

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APPLICATIONS PENDING 1

1

Search

Total number of plots 5

Total fees due £12,054.30

Total fees

£2,548.98

£4,584.42

£4,920.90

VIEW QUOTE DOCUMENTS

< 1 >

VIEW QUOTE DOCUMENTS

Document type

Terms and Conditions

Site Statement of Fact

Quotation

Quotation

Policy Document

Insurance Policy Information

Policy Document

Insurance Policy Information

Policy Document

Insurance Policy Information

Showing 1 - 10 of 10 entries

LABC

warranty

Quotation

Thank you for requesting a quotation from LABC Warranty.

Below is the full breakdown of your quotation. Please read the information provided carefully and refer to the conditions detailed in this quotation. Any words or terms highlighted in bold are defined in the relevant policy wording.

Quotation Reference: PL-LABC-10024973/1

Site Address: Test Site, Test Street, Test Town, CH45 1AU

Proposer: Test Company

Developer: Test Company

Builder: Test Company

Underwriter: HSB Engineering Insurance Limited - 100%

Scheme Administrator: MD Insurance Services Ltd

Date Quote Provided: 06/02/2024

Quote Valid Until: 13/02/2024

If you require any further information regarding this quotation please contact us on 0800 183 1755.

Developers and Builders will need to, or already, be registered with LABC Warranty and must maintain their registration during the **Building Period** and **Defects Insurance Period** for any site registered with **LABC Warranty**. The initial registration fee is currently £750.00 with renewal currently either £500.00 or £950.00 if you register more than 50 units in the year. These fees may be subject to change.

LABC Warranty for New Homes

Premium: £561.43

Insurance Premium Tax (IPT) \*: £67.37

Consumer Code Fee: £7.50

Technical Audit Fee: £1,912.68

Total: £2,548.98

LABC Warranty for Social Housing

Basic Premium: £1,819.92

Insurance Premium Tax (IPT) \*: £218.40

Technical Audit Fee: £2,546.10

Total: £4,584.42

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# Sites: Summary of sites registered



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YOUR SITES1

Entries per page10

Search


Reference	Site address	Plots	Plots near completion
PL-LABC-10027804	LABC Test Development, CH61 6XB	5	2

Showing 1 - 1 of 1 entries

[GET A CERTIFICATE](#)

**Sites** is a list of all the open sites registered with LABC Warranty since 1<sup>st</sup> January 2016. This shows the number of **Plots** registered and those Near Completion e.g. Plots we have noted at roof stage of works or beyond. Click the reference number to open the record. This shows a summary of **Plots** and **Actions** outstanding. **Urgent Actions** relate to **Plots** nearly complete. There is also a Get a Certificate shortcut.

# Sites: Overview



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SITES

PL-LABC-10027804

OVERVIEW

INSPECTION PLAN

DESIGN DOCUMENTS

RISKS

DEFECTS

ADMIN ACTIONS

COMPLETION DOCUMENTS

ROLES

FINANCES

KEY DOCUMENTS

ACTIVITIES

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LABC SUPPORT ONLINE

OVERVIEW OF SITE FOR PL-LABC-10027804

GET A CERTIFICATE

UPDATE PLOT DETAILS

PL-LABC-10027804

LABC Test Development  
Testing Lane  
Testing Town  
CH61 6XB

Sales Account Manager

Miss Sales Account Tester

01555555555

Risk Management Surveyor

Mr Test RMSurveyor

07272727272

Customer Service Account Handler

Ms Test CustomerServices

01516500000

1 Block

1 Unit

5 Total plots

0 Certificates of Insurance issued

Search Block/Plot Name

Plots/Blocks In Progress

Plots Nearing Completion

Plots/Blocks With Outstanding Items

Plots/Blocks With Overdue Items

Plots/Blocks Not Yet Started

All Plots/Blocks

Name	Address	Stage of works
Block A		No Works Started
Plot 1	Test NH 1, Testing Town, CH61 6XB	Pre-Handover
Plot 2	Test NH 2, Testing Town, CH61 6XB	No Works Started
Plot 3	Test NH 3, Testing Town, CH61 6XB	No Works Started
Plot 4	Test NH 4, Testing Town, CH61 6XB	No Works Started
Housing / Commercial Units		
Plot 5	Test NH 5, Testing Town, CH61 6XB	Pre-Handover

8

2

**Overview** shows any **Blocks**, the **Plots** within the **Block**, and individual **Units**. **Stage of Works** relates to the build stage recorded for each **Block**, **Plot** or **Unit**, and **Outstanding Items** are the number of actions required. Use the **magnifying glass icon** to search for a **Block**, **Plot** or **Unit** or the arrow drop down next to All **Plots/Blocks** to filter your view e.g. show **Plots/Blocks** With **Outstanding Items** only. Click a **Plot** or **Unit** number for further details.

# Sites: Overview / plot or block level outstanding information

LABC

HOME  
QUOTES  
SITES  
PL-LABC-10027804  
**OVERVIEW**  
INSPECTION PLAN  
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GET A QUOTE GET A CERTIFICATE TE LABC SUPPORT ONLINE

OVERVIEW OF SITE FOR PL-LABC-10027804 GET A CERTIFICATE UPDATE PLOT DETAILS

**PL-LABC-10027804** Block A

LABC TEST DEVELOPMENT  
TESTING LANE  
TESTING TOWN  
CH61 6XB

Estimated start date  
**05/05/2025**

Estimated end date  
**03/05/2027**

Stage of works  
**No Works Started**

Build order  
**Not yet known**

OUTSTANDING INFORMATION (10) BLOCK DETAILS BLOCK ELEMENTS INSPECTIONS

All open items Outstanding item description

Type	Id	Details	Applies To	Photos	Respond to Action
Defect	D2	Fixing - Test defect for plot 4	Plot 4		PENDING
Defect	D1	Test defect	Roof 1		RESPOND
Risk	R3	Test risk added for Block A - plot 2 SMC test	Plot 2		RESPOND
Risk	R4	Basement test risk	Plot 3		RESPOND
Design Document	DD2.1.6	Test General Design doc	Block A	N/A	RESPOND
Design Document	DD5.1.11	Basement test design doc	Site	N/A	RESPOND
Completion Document	CD5				
Completion Document	CD6				
Admin Action		Receipt of a Confirmed Sale Price is required	Plot 2 - Plot 5		UPDATE DETAILS

Showing 1 - 2 of 2 entries

OUTSTANDING INFORMATION (2) PLOT DETAILS DOCUMENTS (2) INSPECTIONS

All open items Outstanding item description

Type	Id	Details	Applies To	Photos	Respond to Action
Design Document	DD5.1.11	Basement test design doc	Site	N/A	RESPOND
Admin Action		Receipt of a Confirmed Sale Price is required	Plot 2 - Plot 5		UPDATE DETAILS

Showing 1 - 2 of 2 entries

Clicking on a **Plot or Block** displays all information and outstanding actions relative to that **Plot or Block**. **Type** refers to the outstanding action type e.g. design document, defect, admin action etc. Use the tabs highlighted above to navigate. **Outstanding Information** shows any information that we require before the **Plot** can be signed off as complete or **Certificate of Insurance** issued. Refer to page 45 for details on how to **Respond** to a request for information.

# Sites: Overview / plot or block details

- HOME
- QUOTES
- SITES
  - PL-LABC-10027804
  - OVERVIEW**
  - INSPECTION PLAN
  - DESIGN DOCUMENTS
  - RISKS
  - DEFECTS
  - ADMIN ACTIONS
  - COMPLETION DOCUMENTS
  - ROLES
  - FINANCES
  - KEY DOCUMENTS
  - ACTIVITIES
  - COMPANY
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GET A CERTIFICATE

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**PLOT 5 PLOT DETAILS FOR PL-LABC-10027804**

GET A CERTIFICATE
UPDATE PLOT DETAILS

**PL-LABC-10027804**

LABC TEST DEVELOPMENT  
TESTING LANE  
TESTING TOWN  
CH61 6XB

**Plot 5**  
PL-LABC-10027804-5  
Test NH 5, CH61 6XB

**Unit type**  
Detached

**Products**  
New Homes

**Stage of Works**  
Pre-Handover

**Plot Initial Certificate**  
Not yet issued

**Certificate of Insurance**  
Not yet issued

OUTSTANDING INFORMATION (2)
**PLOT DETAILS**
DOCUMENTS (2)
INSPECTIONS

**Substructure details**

Foundation type	Ground Improvements?	Basement?	Ground Floor Type	Foul Drainage?	Surface Drainage?
Bored Piles (CFA, Auger piles)	No	No	Suspended Slab	To Mains Sewer	To Mains Sewer

**Superstructure details**

Podium / Transfer Deck Type	Loadbearing Superstructure type	Wall type / Cladding types	Oak Part of External/Internal Structure?	Upper Floor Support	Windows & Doors types	Stair types Applicable
No	Block	Blockwork	No	I-Joists	Aluminium (or other metal)	Not Yet Known

Large (>3m) Opening Requiring Engineering Input? No

Are there Stacked Windows? No

**Roof details**

Roof type	Pitched roofs	Roofing Waterproofing Material type	Parapets Proposed?
Pitched	Cassette - Warm	Tiles	No

**Service details**

Heating type	Connection to an existing or new district heating network?
Combi Boiler	Yes

OUTSTANDING INFORMATION (10)

**BLOCK DETAILS**

BLOCK ELEMENTS

INSPECTIONS

**Substructure details**

Foundation type	Ground Improvements?	Basement?	Ground Floor Type	Foul Drainage?	Surface Drainage?
Bored Piles (CFA, Auger piles)	No	No	Suspended Slab	To Mains Sewer	To Mains Sewer

**Superstructure details**

Podium / Transfer Deck Type	Loadbearing Superstructure type	Wall type / Cladding types	Oak Part of External/Internal Structure?	Upper Floor Support	Windows & Doors types	Stair types Applicable
No	Block	Blockwork	No	I-Joists	Aluminium (or other metal)	Not Yet Known

Large (>3m) Opening Requiring Engineering Input? No

Are there Stacked Windows? No

Balconies Proposed? No

**Roof details**


Roof type	Pitched roofs	Roofing Waterproofing Material type	Parapets Proposed?	Roof Terrace Proposed?	Ventilation
Pitched	Cassette - Warm	Tiles	No	No	Not Yet Known

**Service details**

Heating type	Connection to an existing or new district heating network?	Are solar photovoltaics to be installed on any of the buildings as part of the waterproofing envelope?
Combi Boiler	Yes	No

**Plot or Block Details** tab (dependent on whether a **Plot** or **Block** was selected) displays all the construction related information we hold, or are awaiting submission, for that **Plot** or **Block**. It is important that you review this information carefully and if anything is incorrect or has changed, you must notify your Risk Management Surveyor (RMS) as soon as possible as this may change the associated risk, technical requirements and set inspection regime.

# Sites: Overview / documents



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LABC SUPPORT ONLINE

PLOT 5 PLOT DETAILS FOR PL-LABC-10027804

GET A CERTIFICATE

UPDATE PLOT DETAILS

PL-LABC-10027804

LABC TEST DEVELOPMENT  
TESTING LANE  
TESTING TOWN  
CH61 6XB

Plot 5  
PL-LABC-10027804-5  
Test NH 5, CH61 6XB

Unit type  
Detached

Products  
New Homes

Stage of Works  
Pre-Handover

Plot Initial Certificate  
Not yet issued


Certificate of Insurance  
Not yet issued

OUTSTANDING INFORMATION (2)


PLOT DETAILS

DOCUMENTS (2)

INSPECTIONS



LABC New Homes Policy v14.pdf




LABC New Homes Policy v14 IPID.pdf

The **Documents** tab shows all the documentation that has been issued by LABC Warranty in relation to a **Plot** e.g. Policy wording, Certificate of Insurance etc. Please ensure that copies of the Policy, IPID and Certificate of Insurance is provided to the purchaser as part of completion of sale.



# Sites: Overview / block elements



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OVERVIEW OF SITE FOR PL-LABC-10027804

GET A CERTIFICATE

UPDATE PLOT DETAILS

PL-LABC-10027804

LABC TEST DEVELOPMENT  
TESTING LANE  
TESTING TOWN  
CH61 6XB

Block A

Estimated start date  
05/05/2025

Estimated end date  
03/05/2027

Stage of works  
No Works Started

Build order  
Not yet known

OUTSTANDING INFORMATION (10)

BLOCK DETAILS

BLOCK ELEMENTS

INSPECTIONS

Block A

3rd Floor (1 plots)  
Plot 4

2nd Floor (1 plots)  
Plot 3


1st Floor (1 plots)  
Plot 2

Ground Floor (1 plots)  
Plot 1

Type	Name	Details
Roof	Roof 1	Above 3rd Floor
Elevation	West	Ground Floor - Roof 1
Elevation	North	Ground Floor - Roof 1
Elevation	South	Ground Floor - Roof 1
Elevation	East	Ground Floor - Roof 1
Core	Main Core	Ground Floor - 3rd Floor

If viewing a **Block**, this will show the **Block Elements** tab and a summary of the roofs, elevations and cores for each **Block**. Expand the **Block** name by clicking the arrow, to display the number of **Plots** on each floor within each **Block** based on the technical information you have provided to us. If any of this information is incorrect, please speak to your Risk Management Surveyor (RMS) to update, as this may impact the inspection schedule.

# Sites: Overview / inspections



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PLOT 5 PLOT DETAILS FOR PL-LABC-10027804

GET A CERTIFICATE

UPDATE PLOT DETAILS

PL-LABC-10027804

LABC TEST DEVELOPMENT  
TESTING LANE  
TESTING TOWN  
CH61 6XB

Plot 5  
PL-LABC-10027804-5  
Test NH 5, CH61 6XB

Unit type  
Detached

Products  
New Homes

Stage of Works  
Pre-Handover

Plot Initial Certificate  
Not yet issued

Certificate of Insurance  
Not yet issued

OUTSTANDING INFORMATION (2)

PLOT DETAILS

DOCUMENTS (2)

INSPECTIONS

Strip / Clearance / Preparation / Excavation

Foundations Commenced

Basement Construction & Waterproofing

Substructure to DPC / Drainage

Superstructure above DPC (1st Lift)

Intermediate Floor

Superstructure to Wallplate



Roof Structure

Roof Covering in Progress

Pre-Plaster

3rd Fix / Decorating


Pre-Handover

Key: Scheduled  Actual 

Inspection date/Scheduled stage	Inspection type	Inspection category	Inspection by	Report sent	
14/05/2025	Technical Inspection - Warranty Inspection		Miss Nisha Abraham	Yes	<div>VIEW REPORT</div>
07/05/2025	Technical Inspection - Warranty Inspection		Ms Suzie Lloyd	No	
Strip / Clearance / Preparation / Excavation	Warranty Inspection	Scheduled			
Superstructure above DPC (1st Lift)	Warranty Inspection	Scheduled			

The **Inspections** tab shows the date of each inspection completed by the Regional Management Surveyor (RMS). Click the **View Report** button to view or download a copy of the inspection report issued. You will also be able to view the stages at which inspections should take place for each **Plot or Block**. An outlined circle is a scheduled inspection e.g. you should call your RMS to book in a site visit. A solid black circle show the stages inspected.

# Sites: Inspection plan / block view



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INSPECTION PLAN FOR PL-LABC-10027804

☒ Blocks

☐ Units

Name	Build Order	Enabling Works	Substructure - Excavation	Substructure - Foundations and Below Ground Building Services	Substructure - Basement Construction (inc Lift Pits)	Geotechnical Membranes	Basement Waterproofing	Capping Beam	Ground Floor Slab & DPC / External Drainage	Superstructure Columns	Superstructure Slab	Wall Construction	Window and Door Installation	Balcony Installation	Roof Structure	Roof Waterproofing	Externals Complete	1st Fix	2nd Fix	3rd Fix / Decoration	Lock & Leave	Pre-Handover
Block A				<input type="radio"/>	<input type="radio"/>				<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>			<input checked="" type="radio"/>
Plot 1																		<input type="radio"/>				<input checked="" type="radio"/>
Plot 2																		<input type="radio"/>	<input type="radio"/>			<input type="radio"/>
Plot 3																		<input type="radio"/>				<input type="radio"/>
Plot 4																		<input type="radio"/>				<input type="radio"/>

Key: Scheduled ☐ Actual ☒

**Site Inspection Plan** provides an overview of the stages of works each **Block** or **Plot** should be inspected at by our Risk Management Surveyor (RMS). Toggle between **Block** or **Plot** view as highlighted. The plan will be set and visible on the **Extranet** once our RMS has reviewed all technical information received. This will be completed for any new sites registered from 16.06.2025. We may be able to publish for existing sites upon request. Please speak to your RMS for details.

# Sites: Inspection plan / plot view

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INSPECTION PLAN FOR PL-LABC-10027804

☐ Blocks
☒ Units

Name	Unit Type	Strip / Clearance / Preparation / Excavation	Foundations Commenced	Basement Construction & Waterproofing	Substructure to DPC / Drainage	Superstructure above DPC (1st Lift)	Intermediate Floor	Superstructure to Wallplate	Roof Structure	Roof Covering in Progress	Pre-Plaster	3rd Fix / Decorating	Pre-Handover
<div> <div>▼</div> <div>Build Order - TBC</div> </div>	Plot 5	Detached	<input type="radio"/>			<input type="radio"/>			<input type="radio"/>		<input type="radio"/>		<input checked="" type="radio"/>

Key: Scheduled ☐ Actual ☒

**Plots** and **Blocks** are grouped by the **Build Order** e.g. **Plots / Units** being built at the same time or **TBC** means we are still awaiting this information. The status of site inspections is represented by circles: solid black show completed inspections, and black outlines signify scheduled inspections that our Risk Management Surveyor should be contacted about to arrange the inspection.

# Sites: Design documents

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## DESIGN DOCUMENT REGISTERS FOR PL-LABC-10027804

Warranty

Search

Q

Completion date for design document register

Block A Not set Individual housing units Not set

Status

All

Accepted

254 (99.2%)

Under Review

0 (0%)

Further Information Required

0 (0%)


Outstanding

2 (0.8%)

Design document	Status	Files uploaded	Open design items	Date last reviewed	Files under review
> 1.0 Ground Investigation					0 outstanding items
> 2.0 General Design					1 outstanding item
> 2.1 Initial General Design Details					1 outstanding item
2.1.1 A full set of initial, outline floor plans, elevations & principle sections.	Accepted				
2.1.2 A copy of the planning layout and site location plan which should include a schedule of plots and house types	Accepted				
2.1.3 Please provide accreditation for the offsite manufactured products	Accepted				
2.1.5 Please provide a full specification for the materials to be used in the external envelope	Accepted				
2.1.6 Test General Design doc	Outstanding				RESPOND
> 3.0 Structural Design					0 outstanding items

**Design Documents** detail the design-related documents and information requirements that our Risk Management Surveyor (RMS) needs, based on technical information from the quotation stage and risk assessment, and are accessible after RMS review and publication. These are split into technical sections, and you need to ensure you provide the correct document to the relevant request.

# Sites: Risks



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RISKS FOR PL-LABC-10027804

Q

Risk description

	High risk	ID	Description	Date raised	Stage to be closed by	Scope	Photos
▼	Warranty						
▼	Basements And Waterproofing						
		R4	Basement test risk	07/05/2025	1st Fix	Plot 3	<div>RESPOND</div> <div>✓</div>
▼	Electrical Services						
		R3	Test risk added for Block A - plot 2 SMC test	07/05/2025	2nd Fix	Plot 2	<div>RESPOND</div> <div>✓</div>

Details all **Risks** identified for the site. **Risk Items** are possible risk areas identified for your construction project that our Risk Management Surveyor (RMS) will need to verify and clear before final sign-off. Click each box to expand or reduce the view. Hover your cursor over each description for a more detailed explanation. The **ID** 'R' and number is the unique number given to each risk. The **Scope** number is the **Plot** number it relates to.

# Sites: Responding to a risk

The screenshot displays the LABC website interface. On the left is a dark sidebar with navigation links: HOME, QUOTES, SITES, PL-LABC-10027804, OVERVIEW, INSPECTION PLAN, DESIGN DOCUMENTS, RISKS, DEFECTS (highlighted), ADMIN ACTIONS, COMPLETION DOCUMENTS, ROLES, FINANCES, KEY DOCUMENTS, ACTIVITIES, COMPANY, TRAINING GUIDE, MARKETING MATERIAL, and CONTACT US. The main content area shows a 'DEFECTS FOR PL-LABC-10027804' section with a search bar and a list of defect categories: Warranty, Internal Walls, and Roofs. Two modal windows are open over this content. Both modals are titled 'RESPOND TO ACTION OUTSTANDING' and 'DETAILS OF ACTION OUTSTANDING - APPLIES TO PLOT 4'. The left modal is in its initial state, showing a text input for 'Internal Walls', a selection area for 'Plot 4' (checked), and a red error message: 'Please enter details of action undertaken to close this outstanding item'. Below this is a blue information box stating: 'Please Note: You can upload documents below (up to a max of 100MB) to support the closure of this outstanding action.' At the bottom is an orange upload area with a paperclip icon and the text 'Drop files here or click to upload Drag and drop files here or click'. The right modal shows the same form but with the text input containing 'Internal Walls', the selection area for 'Plot 4' (checked), and the red error message cleared. The blue information box is still present. The orange upload area now shows a green background, a paperclip icon, and a file named 'test.doc.docx' with a close button. At the bottom right of the right modal are 'SUBMIT' and 'CANCEL' buttons.

To **Respond** to an identified **Risk**, click the **Respond** button. If your response is applicable to multiple **Plots**, you can tick to select all that apply to the response in one action rather than responding individually. Please type in details of your response and upload any relevant photos or documentation by clicking the orange **Paperclip** icon. This will turn to green when the upload is complete. Click the Submit button to complete the action. Upload limit of 100MB per document.



# Sites: Responding to a risk

LABC

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### DEFECTS FOR PL-LABC-10027804

Defect description

ID	Defect description	Resolution notes	Date raised	Due date for closure	Scope	Photos
Warranty						
Internal Walls						
D2	Fixing - Test defect for plot 4	Please provide photographic evidence detailin...	07/05/2025	12/05/2025	Plot 4	PENDING
Roofs						
D1	Test defect		/2025	04/06/2025	Big Bad Roof	RESPOND

**Submitted**

Thank you for your response to the outstanding Site Defect from the Extranet.

This has now been forwarded to our technical team. Should we require any further information or clarification we will respond accordingly.

OK

You must confirm what has been done to close off the **Action** and you can upload evidence to support this. Confirmation of successful submission will be shown on screen and the **Respond To Action** status will change to **Pending**. An email notification is sent when the **Action** is closed.

# Sites: Updating a pending response

The screenshot displays the LABC portal interface. On the left is a dark sidebar with navigation links: HOME, QUOTES, SITES, PL-LABC-10027804, OVERVIEW, INSPECTION PLAN, DESIGN DOCUMENTS, RISKS, DEFECTS (highlighted), ADMIN ACTIONS, COMPLETION DOCUMENTS, ROLES, FINANCES, KEY DOCUMENTS, ACTIVITIES, COMPANY, TRAINING GUIDE, MARKETING MATERIAL, and CONTACT US. The main content area shows a header with 'Hello Testa, need help? Get in touch 0800 082 5282' and buttons for 'GET A QUOTE' and 'GET A CERTIFICATE'. Below the header is a section titled 'DEFECTS FOR PL-LABC-10027804' with a search bar and a list of defect categories: Warranty, Internal Walls, and Roofs. A modal window titled 'RESPOND TO ACTION OUTSTANDING' is open, showing details for 'PLOT 4'. The modal includes a close button (X) in the top right. The title bar reads 'RESPOND TO ACTION OUTSTANDING - APPLIES TO PLOT 4'. The main content area of the modal shows 'Internal Walls' as the defect type, a timestamp 'Testa Employee - 12 May, 2025 1:57 pm', and a status 'Closed risk as per the attached image Relates to: Plot 4'. Below this is a file upload section with a green button labeled 'test doc.docx'. At the bottom of the modal, there is a section for selecting plots and block elements, with 'Plot 4' selected. A note states: 'Please enter details of action undertaken to close this outstanding item Please find attached additional evidence'. A blue box contains a note: 'Please Note: You can upload documents below (up to a max of 100MB) to support the closure of this outstanding action.' Below this is a file upload area with a green button labeled 'test doc.docx'. At the bottom right of the modal are 'SUBMIT' and 'CANCEL' buttons.

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GET A QUOTE GET A CERTIFICATE

Hello Testa, need help? Get in touch 0800 082 5282

DEFECTS FOR PL-LABC-10027804

Defect description

Warranty

Internal Walls

Roofs

RESPOND TO ACTION OUTSTANDING

DETAILS OF ACTION OUTSTANDING - APPLIES TO PLOT 4

Internal Walls

Testa Employee - 12 May, 2025 1:57 pm

Closed risk as per the attached image  
Relates to: Plot 4

test doc.docx

Please select the plots and block elements you are responding for

☒ Plot 4

Please enter details of action undertaken to close this outstanding item  
Please find attached additional evidence

Please Note: You can upload documents below (up to a max of 100MB) to support the closure of this outstanding action.


Drop files here or click to upload  
Drag and drop files here or click

test doc.docx

SUBMIT CANCEL

You can add additional information to a response while it is **Pending**. Click the **Pending** button to open the dialogue box. This also shows any additional questions raised by LABC Warranty.

# Sites: Defects



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DEFECTS FOR PL-LABC-10027804

Q Defect description

ID	Defect description	Resolution notes	Date raised	Due date for closure	Scope	Photos
▼	Warranty					
▼	Internal Walls					
D2	Fixing - Test defect for plot 4	Please provide photographic evidence detailin...	07/05/2025	12/05/2025	Plot 4	<div>RESPOND</div> <div>✓</div>
▼	Roofs					
D1	Test defect	Please provide photographic evidence detailin...	07/05/2025	04/06/2025	Big Bad Roof	<div>RESPOND</div> <div>✓</div>

**Defects** relate to issues that have been found by our Risk Management Surveyor (RMS) as part of their on-site inspections. Please note that these will need rectifying, and / or a satisfactory response received e.g. photos and / or documents and reviewed and signed off by the RMS before the **Plot** or **Unit** can be signed off.

# Sites: Admin actions



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ADMIN ACTIONS

Description	Scope	Photos
Receipt of a Confirmed Sale Price is required	Whole Site	UPDATE DETAILS 
Issuance of Warranty Technical Sign Off (Certificate of Approval)	Plot 2 - Plot 4	RESPOND 

**Admin Actions** relate to any administrative item or action that must be completed by you before a **Certificate of Insurance** can be issued. These items either require a response or data inputting e.g. final confirmed sales prices. The **Description** explains the information required and the **Scope** refers to the relevant **Plots**.

# Sites: Admin actions – inputting sales price & addresses

The screenshot displays the LABC Admin Actions interface. A modal titled 'UPDATE PLOT DETAILS' is open, showing a table of plot details. The table has columns for Name, Address 1, Address 2, Address 3, Town, Postcode, Country, and Confirmed Sale Price. The first row shows Plot 1 with Test NH 1, Testing Town, CH61 6XB, United Kingdom, and a confirmed sale price of £150,000.00. The second row shows Plot 2 with Test NH 2, Testing Town, CH61 6XB, United Kingdom, and a confirmed sale price of £150,000.00. The third row shows Plot 3 with Test NH 3, Testing Town, CH61 6XB, United Kingdom, and a confirmed sale price of £150,000.00. The fourth row shows Plot 4 with Test NH 4, Testing Town, CH61 6XB, United Kingdom, and a confirmed sale price of £150,000.00. The fifth row shows Plot 5 with Test NH 5, Testing Town, CH61 6XB, United Kingdom, and a confirmed sale price of £150,000.00. The modal also includes a 'PREVIOUS' button, a 'NEXT' button, and a 'CANCEL' button.

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UPDATE PLOT DETAILS

To update plot details please click on the field you wish to update, and enter the new value. When you've made all the changes you require press the 'NEXT' button below to view a summary of your changes.

Name	Address 1	Address 2	Address 3	Town	Postcode	Country	Confirmed Sale Price
Plot 1	Test NH 1			Testing Town	CH61 6XB	UnitedKingdom	£150,000.00
Plot 2	Test NH 2			Testing Town	CH61 6XB	United Kingdom	
Plot 3	Test NH 3			Testing Town	CH61 6XB	United Kingdom	
Plot 4	Test NH 4			Testing Town	CH61 6XB	United Kingdom	
Plot 5	Test NH 5			Testing Town	CH61 6XB	United Kingdom	

PREVIOUS NEXT CANCEL

LABC SUPPORT ONLINE

Photos

UPDATE DETAILS

RESPOND

To input data, click on the field you wish to update and type in your response e.g., add in all address details for each **Plot** and / or add in final confirmed sales price. These will appear in green italics so you can see what has been updated. Once you have checked the data inputted, click **Next** to continue.

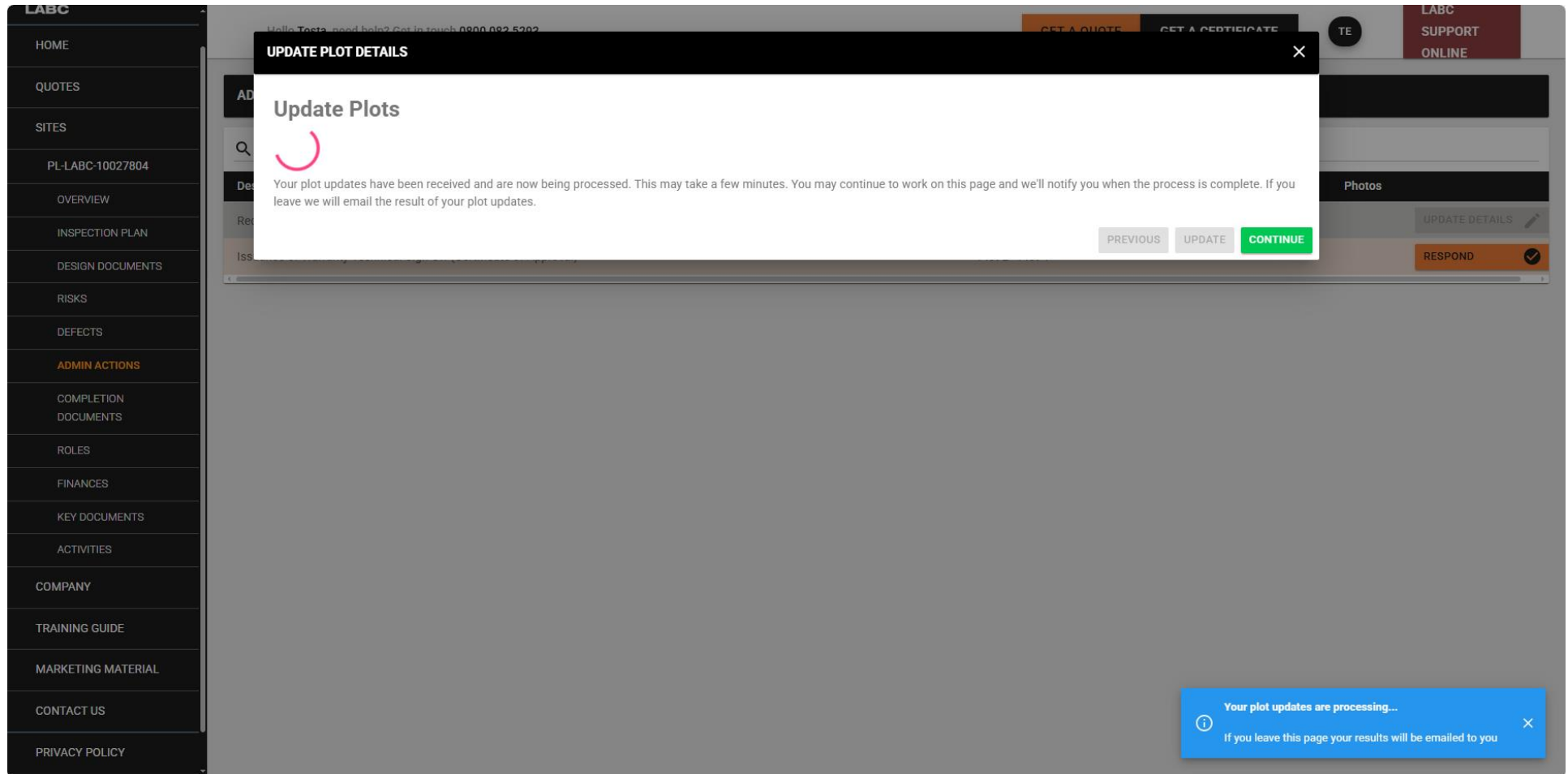
# Sites: Admin actions – inputting sales price & addresses

The screenshot displays the LABC Admin Actions interface. On the left is a dark sidebar with a menu including: HOME, QUOTES, SITES, PL-LABC-10027804, OVERVIEW, INSPECTION PLAN, DESIGN DOCUMENTS, RISKS, DEFECTS, ADMIN ACTIONS (highlighted in orange), COMPLETION DOCUMENTS, ROLES, FINANCES, KEY DOCUMENTS, ACTIVITIES, COMPANY, TRAINING GUIDE, MARKETING MATERIAL, CONTACT US, and PRIVACY POLICY. The main content area has a header with 'Hello Testa, need help? Get in touch 0800 082 5202', buttons for 'GET A QUOTE' and 'GET A CERTIFICATE', a user profile 'TE', and a 'LABC SUPPORT ONLINE' button. Below the header, the 'ADMIN ACTIONS' section is active, showing a search bar and a table of actions. The table has columns for 'Description' and 'Status'. The first row is 'Receipt of a Confirmed Sale Price' with a status of 'Plot 2 - Plot 4'. The second row is 'Issuance of Warranty Technical Sign Off (Certificate of Approval)' with a status of 'Plot 2 - Plot 4'. A modal window titled 'UPDATE PLOT DETAILS' is open, showing a 'Confirm Changes' dialog. The dialog has a table with columns 'Plot Name' and 'Updates'. The first row shows 'Plot 1' with the update 'Confirmed sale price of £150,000.00 added'. At the bottom of the modal are buttons for 'PREVIOUS', 'UPDATE', and 'CANCEL'.

Plot Name	Updates
Plot 1	Confirmed sale price of £150,000.00 added

You will see a summary of the data input. Please check and click **Update** to submit this information. If you see any data errors, click **Previous** and update the data accordingly.

# Sites: Admin actions – inputting sales price & addresses



This screen will appear whilst your data is being transferred. If there is a lot of information being updated, you can close the notification bar. You will be notified when the action is completed.

# Sites: Admin actions – inputting sales price & addresses

The screenshot displays the LABC Admin Actions interface. A modal window titled "UPDATE PLOT DETAILS" is open, showing an "Update Summary" table. The table has two columns: "Plot Name" and "Update Result". The first row shows "Plot 1" with the result "Sale price updated successfully". Below the table are three buttons: "PREVIOUS", "UPDATE", and "DONE". The "DONE" button is highlighted in green. The background interface shows a sidebar with navigation options like HOME, QUOTES, SITES, and ADMIN ACTIONS. The main content area displays a list of actions, including "Receipt of a Confirmed Sale P" and "Issuance of Warranty Technical Sign Off (Certificate of Approval)".


Plot Name	Update Result
Plot 1	• Sale price updated successfully

PREVIOUS UPDATE **DONE**

This screen will show once the data transfer is complete. Click the green **Done** button to close the window and continue.



# Sites: Completion documents



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COMPLETION DOCUMENTS FOR PL-LABC-10027804

Completion document description

ID	Description	Date raised	Stage to be closed by	Scope	Photos
Warranty					
CD5	Cavity Barriers QA Process SMC adding test doc	07/05/2025	Externals Complete	Roof, East, South, West	RESPOND ✓
CD6	Part O Compliance Checklist for Overheating. Test docs	07/05/2025	Lock & Leave	Plot 2, Plot 4	RESPOND ✓

**Completion Documents** are the certification documents for each unit (electrical certificate or gas certificate for example) that we need to receive and review before any sign off. Click the **Respond** button to respond to the request and once received, the status will change to **Pending** until LABC Warranty review and approve. The **Description** explains the information required and the **Scope** refers to the relevant **Plots**.

# Site: Roles - people linked to site



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ROLES

GET A CERTIFICATE

All external roles (8)

8

Entries per page  
25



Role	Company	Name	Phone	Email
Quote Recipient	Test Company Ltd	Miss Testa Employee	07373737373	Misstesta@testing.co.uk
Builder	Test Company Ltd	N/A	0800 083 5293	testcompany@testing.co.uk
Developer	Test Company Ltd	N/A	0800 083 5293	testcompany@testing.co.uk
Invoice Recipient	Test Company Ltd	Miss Testa Employee	07373737373	Misstesta@testing.co.uk
Building Control Provider	Wirral Council	N/A	0800 083 5293	buildingcontrol@wirral.gov.uk
Broker	LABC	N/A	02070916860	info@labc.uk.com
Warranty Document Recipient	Test Company Ltd	Miss Testa Employee	07373737373	Misstesta@testing.co.uk
Site Report Recipient	Test Company Ltd	Miss Testa Employee	07373737373	Misstesta@testing.co.uk

Showing 1 - 8 of 8 entries



If you wish to amend any of the above roles or contact details, please contact our customer services team

LABC Warranty roles



Sales Account Manager

 Miss Sales Account Tester  
 0155555555



Risk Management Surveyor

 Mr Test RMSurveyor  
 0727272722

Customer Service Account Handler

 Ms Test CustomerServices  
 01516500000


Technical Account Handler

 Ms Test CustomerServices  
 01516500000

ALL LABC WARRANTY ROLES

**Roles** are the companies and contacts who will have a role on your site. Should you need to make any changes, please call Customer Services on **0151 650 4318** or email **customerservice@labcwarranty.co.uk** including your site reference and details of the change. Expand to view all **Roles** or click the **X** to close.

# Site: Finances



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Total fees

Fees Due	£8,724.87
Fees Received to Date	£7,250.00
Fees Outstanding	£1,474.87

Escrow


Fees Due	£5,000.00
Fees Received to Date	£5,000.00
Fees Outstanding	£0.00

For any queries relating to these payments, please email details and your site reference number (PL-LABC-10027804) to [finance@labcwarranty.co.uk](mailto:finance@labcwarranty.co.uk)

crisp-exnet-labc-q5.mdisdev.local/orders/0d665dcc-7e04-47b1-8efa-b2d600be4e24/finances

This is a summary of **Total fees** linked to the order. Fees Due are fees not yet due, **Fees Received to Date** is the amount you have paid to date on this order. Fees outstanding are any fees which are overdue. **Please note** that non-payment of fees due may lead to a block on inspections or issuing certification or site cancellation. You can access any financial documents issued to your company including invoices, receipts and policy statements via the **Key Documents** tab.

# Site: Key documents



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KEY DOCUMENTS

Documents:

☐ Select all

☐ Quotation

☐ Terms and Conditions

☐ Site Statement of Fact

☐ Quote Acceptance Document

☐ Policy Document

☐ Insurance Policy Information Document


Plots:

Plot 1, Plot 2, Plot 3, Plot 4, Plot 5

Name		Applies To	Date Issued	DOWNLOAD	PREVIEW
Receipt.pdf		Whole site	07/05/2025	DOWNLOAD	PREVIEW
Receipt.pdf		Whole site	07/05/2025	DOWNLOAD	PREVIEW
Payment Sched		Whole site	07/05/2025	DOWNLOAD	PREVIEW
Invoice - PL-LAB		Whole site	07/05/2025	DOWNLOAD	PREVIEW
Order Schedule - PL-LABC-10027804.pdf	New Order Schedule	Whole site	07/05/2025	DOWNLOAD	PREVIEW
LABC Warranty Show Home Brochure.pdf	Show Home Brochure	Whole site	07/05/2025	DOWNLOAD	PREVIEW
Terms and Conditions.pdf	Quote Acceptance Document	Whole site	07/05/2025	DOWNLOAD	PREVIEW
Site Statement of Fact - PL-LABC-10027804.pdf	Site Statement of Fact	Whole site	07/05/2025	DOWNLOAD	PREVIEW
Quote Acceptance - PL-LABC-10027804_1.pdf	Quotation	Whole site	07/05/2025	DOWNLOAD	PREVIEW
LABC New Homes Policy v14.pdf	Policy Document	Plot 1 - Plot 5	07/05/2025	DOWNLOAD	PREVIEW
LABC New Homes Policy v14 IPID.pdf	Insurance Policy Information Document	Plot 1 - Plot 5	07/05/2025	DOWNLOAD	PREVIEW

Any policy, technical, administrative or financial documents provided to, or issued by, LABC Warranty are held here and available to download. Use the search function to find the relevant document required. Use the **Documents** and **Plots** drop downs to narrow your search or display all documents.

# Site: Activities



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ACTIVITIES

From Date

To Date


04/03/2025

04/06/2025

Activity Date	Activity Type	Activity Description
14/05/2025	Site Inspection	A Site Inspection was completed by Nisha Abraham. <a href="#">Click here to view the inspection report</a>
07/05/2025	New Completion Document Raised	A new Warranty completion document was raised on the following blocks - Plot 2, Plot 4 6 - Part O Compliance Checklist for Overheating.
07/05/2025	New Completion Document Raised	A new Warranty completion document was raised on the following blocks - East, South, West, Roof 1 5 - Cavity Barriers QA Process
07/05/2025	New Risk Raised	A new Warranty risk was raised on the following blocks - Plot 3 and needs to be inspected at the following stage of works - 1st Fix. 4 - Basement test risk
07/05/2025	New Risk Raised	A new Warranty risk was raised on the following blocks - Plot 2 and needs to be inspected at the following stage of works - 2nd Fix. 3 - Test risk added for Block A - plot 2
07/05/2025	New Defect Raised	A new Warranty defect was raised with the following description: 2 - Fixing - Test defect for plot 4
07/05/2025	New Defect Raised	A new Warranty defect was raised with the following description: 1 - Test defect
07/05/2025	Plots Signed off for Warranty	The following plots were signed off for Warranty - Plot 1
07/05/2025	Site Inspection	A Site Inspection was completed by Suzie Lloyd.
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.14 - Concrete Frame Structures - Calculations - Analysis and Design of Frame
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.9 - Concrete Frame Structures - Drawings - General Arrangement Drawings
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.28 - Structural Framing System (SFS) - Drawings and Calculations - Sections and Details
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.12 - Concrete Frame Structures - Drawings -Bar Bending Schedules
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.24 - Concrete Balconies - Bar Bending Schedules
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.18 - PCC Concrete Stairs - General Arrangement Drawings
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.3 - Concrete Frame Structures - Scope of works
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.10 - Concrete Frame Structures - Drawings -Sections and Details
07/05/2025	Design Document Closed	A Warranty design document request was closed for the site. 3.7.5 - Concrete Frame Structures - Load summary

Details any **Activity** undertaken in relation to the site e.g., inspections completed, Certificates of Insurance issued etc. along with a copy of the document which can be downloaded. Click the **Calendar** icons to select the time-period to view.

# Reporting: Developer reporting



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TU


Reporting

Select a report

Report	Select
Inspection Summary Activity Report	<a href="#">SELECT REPORT ✓</a>

The reporting tab provides access to any relevant reporting that your company has access to. Click the **Select Report** button to open the report screen. Speak to your sales account manager for more details on reporting access.

# Reporting: Developer reporting



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TU

Reporting

Select a report

Report

Select

Inspection Summary Activity Report

SELECT REPORT ✓

Inspection Summary Activity Report

Start date

End date

/04/2024

APPLY ✓

2024

Mon, 01 Jan

< January 2024 >

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

↓


✉

↓

✉

Select the date range you wish to review using the calendar icons and click the **Apply** button to generate the report.

# Reporting: Developer reporting



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Reporting

Select a report

Report

Inspection Summary Activity Report

Select

SELECT REPORT ✓

Inspection Summary Activity Report

Start date

01/10/2023

End date

31/12/2023

APPLY ✓

01/10/2023 - 31/12/2023

Download PDF

Email Report

West Midlands Office

Inspections

01/10/2023 - 31/12/2023

The table below shows all inspections completed in the reporting period, as well as the ongoing rating scores provided by our surveyors. Click on the cells for more detail.

Site	Inspections Completed	Failed Final Inspections	Sign Offs	Defects Raised	Average Site Inspection Rating	Average QIS Score
PL-LABC-10018805 Site 3, WR1 1AA	6	0	0	1	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 4.53	
PL-LABC-10007509 Site 1, DY11 1AA	9	0	23	0	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 4.01	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 3.31
PL-LABC-10011557 Site 2, DY11 1AA	14	7	20	3	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 3.33	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 3.19
Grand Total	29	7	43	4	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 3.95	<div><div></div><div></div><div></div><div></div><div></div><div></div></div> 3.25

BACK TO TOP

Download PDF


Email Report

The download and envelope icons at the top of the report provide the options to pdf or email the high-level overview to yourself. The same icons at the bottom of the report provide this functionality for the entire report including photos etc. Please note these files will take some time to download due to the file size. Each score can be clicked to expand and provide more detail.

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# Company: Offices and employees



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crisp-exnet-labc-q5.mdisdev.local/company

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TEST COMPANY LTD | REG NO: NOT KNOWN | OFFICES: 1 | EMPLOYEES: 3

Test Company Ltd

Head Office - Test Company, CH61 6XB

Employees: 3

Test Company Ltd



testcompany@testing.co.uk

Head Office - Test Company

Test Company Drive


Heswall

Merseyside

CH61 6XB

Employees

Search



Name	Email Address	Telephone	Mobile
Mr Test Employee	Mrtest@testing.co.uk	01511111111	07171717171
Miss Testa Employee	Misstesta@testing.co.uk	01511111111	07373737373
Mr ProjectManager Employee	PMemployee@testing.co.uk	01511111111	

Showing 1 - 3 of 3 entries

<

1

>

The **Company** tab provides a summary of the information we hold on your company, office(s) and employees. If you are set up as an Extranet Administrator, you can add a new office by clicking the **Add New Office** button.

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# Company: Add new office

The screenshot shows a web application interface for 'warrantyLABC'. On the left is a dark sidebar with navigation links: HOME, QUOTES, SITES, REPORTING, COMPANY (highlighted), TRAINING GUIDE, MARKETING MATERIAL, CONTACT US, PRIVACY POLICY, and TERMS OF USE. The main content area displays a modal window titled 'ADD NEW OFFICE' with a close button (X). Inside the modal, the section 'ADD NEW OFFICE DETAILS' contains the following fields and options:

- ☐ Is this your main correspondence address?  
Checking this field will ensure that all future posted correspondence will be sent to this office.
- ☒ Do you want to set the address using a postcode lookup?
- Address line one  
You must enter a value
- Address line two
- Address line three
- Town/city  
You must enter a value
- Postcode  
You must enter a value
- Country  
Country code  
United Kingdom
- Office Name  
You must enter a value

In the background, a sidebar on the right shows a list of actions with an 'ADD NEW EMPLOYEE' button and an 'EDIT' button. The top right of the interface includes buttons for 'GET A QUOTE' and 'GET A CERTIFICATE', and a user profile icon labeled 'TE'.

Complete the new office details as required and click **Save**. The new office will then appear on the Extranet, and you will be able to add new employees as required.

# Company: Add new employee

The screenshot shows the 'ADD NEW EMPLOYEE' form within the warrantyLABC application. The form is titled 'ADD NEW EMPLOYEE' and has a close button (X) in the top right corner. It is divided into two main sections: 'Add new employee details' and 'Extranet Access'.

**Add new employee details**

**Title** (dropdown menu) **First Name** (text input) **Surname** (text input)  
You must enter a value

**Email** (text input)  
You must enter a value

**Office Phone Number**  
Country code: United Kingdom  
**Contact telephone number** (text input)  
Either Mobile or Office Phone must be provided

**Mobile Phone Number**  
Country code: United Kingdom  
**Mobile** (text input)  
Either Mobile or Office Phone must be provided

**Office(s) Associated to**  
Test Office2

**Extranet Access**

Do they require extranet access? Yes No  
Will they need Extranet Access?

The background shows the warrantyLABC sidebar with navigation links: HOME, QUOTES, SITES, REPORTING, COMPANY (highlighted), TRAINING GUIDE, MARKETING MATERIAL, CONTACT US, PRIVACY POLICY, and TERMS OF USE. The top right of the background shows buttons for 'GET A QUOTE', 'GET A CERTIFICATE', and a user profile icon 'TE'.

Complete details as required and click **Save**. The new employee will appear on the Extranet, and you can add further employees by clicking the **Add New Employee** button. You can provide Extranet access and set as **Extranet Administrator** if required.

# Company: Grant access (administrators only)

Mr Test Person

Email  
test@test.com

**Office Phone Number**  
Country code United Kingdom Contact telephone number 07787878787

**Mobile Phone Number**  
Country code United Kingdom Mobile 077874285544

**Office(s) Associated to**  
Test Office2, Test Office 1

**Primary Office**  
Test Office2 - Office 2, LL18 5UJ

**Extranet Access**

Do they require extranet access? ☐ Yes ☐ No


Will they be an extranet administrator? ☐ Yes ☒ No

Will they have reporting access? ☐ Yes ☐ No

**SAVE** **CANCEL**

Extranet Administrators can give employees Extranet access by clicking the **Grant Access** button. We recommend that a company has more than one Extranet Administrator. This is shown under the **Extranet Status** column.

# Company: Edit / remove access (administrators only)



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GET A QUOTE

GET A CERTIFICATE

TE

TEST COMPANY | REG NO: 123456 | OFFICES: 2 | EMPLOYEES: 4

ADD NEW OFFICE

Test Office2Office 2, LL18 5UJEmployees: 1

Test Office2

Office 2  
Test  
LL18 5UJ

EDIT OFFICE

Employees

ADD NEW EMPLOYEE

Search

Q

Name	Email Address	Telephone	Mobile	Extranet Status	Actions
Mr Test Employee 1	crisp-dev-q1@ext-crisp.co.uk	01214532212	08976654322	Administrator	EDIT

Showing 1 - 1 of 1 entries

Test Office 1Office 1, LE3 3RTEmployees: 3

Click to edit the contact information for this employee or the office they are associated to

Extranet Administrators can withdraw employee Extranet and or reporting access by clicking the **Edit** button.

# Company: Edit / remove access (administrators only)

**EDIT EMPLOYEE**

Edit employee details

Title: Ms | First Name: Joe | Surname: Bloggs

Email: joe@test.com

Office Phone Number: Country code: United Kingdom | Contact telephone number: 01213456634

Mobile Phone Number: Country code: United Kingdom | Mobile: Mobile

Office(s) Associated to: Test Office2


**Extranet Access**

Do they require extranet access? ☐ Yes ☒ No

**SAVE** **CANCEL**

Change Extranet Access to **No** and click **Save** to withdraw access.

# Training guide



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GET A QUOTE

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Training Guide

Click [here](#) to access our Extranet training support materials.



Additional Extranet training support materials are available via the **Training Guide** tab on the left-hand side.

# Marketing material

Hello Test, need help? Get in touch 0800 083 5293


GET A QUOTE


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TE

## Marketing Material

Click [here](#) to access our marketing material





### MARKETING MATERIALS REQUEST FORM

To order LABC Warranty marketing materials for your registered site, simply complete the form below.

#### Site material request form

FIRST NAME\*

LAST NAME\*

EMAIL\*

Please provide a business email address

PHONE NUMBER\*

Please provide a contact number

#### Promotional materials for your site

All Builders and Developers registered with LABC Warranty have access to FREE promotional materials for your site.

These can be used to show potential buyers that your homes benefit from the protection of an LABC Warranty. We also have materials to help explain our cover to your buyers.


If you would like to order any materials then please complete the form. Please note that our site materials are intended for business use only and you must be registered with us by providing a relevant site reference.

Further information on each item:

Click **here** to order from a range of marketing materials from the LABC Warranty website.



# Contact us



LABC

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GET A QUOTE

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TE

LABC  
SUPPORT  
ONLINE

## Contact

Name

Testa Employee

Email Address

Misstesta@testing.co.uk

Message

|

The Message Field is required.

SEND

If you have a question that relates to the Extranet, please contact us using the form provided in the system.



**T: 0151 650 4318**

MD Insurance Services Ltd. is the scheme administrator for LABC Warranty and is authorised and regulated by the Financial Conduct Authority. V5 13 June 2025