

Final Submission Checklist - Retail

Equals 100% of Final Design Submission Pack

- ☐ Designers Title Block must reflect '**for Construction**' for the submission.
- ☐ Please ensure you submit your complete Architectural Drawing Documentation set including all consultants' drawings to be included and combined into 1 PDF set and issued to your RDM for Final Design Approval and receipt of Vicinity's Official Stamp and Letter of Consent.
- ☐ Services Consultants Drawings
 - ☐ All services drawings and conditions outlined within the base building Services Consultant Category 1 review must be incorporated within your Architectural Drawings
- ☐ All Plans must include the building gridlines that are identified on the Landlord's Tenancy drawings.
- ☐ All revisions to be clouded and cross reference to a revision number.
- ☐ Ensure availability of materials and lead times are allowed.
- ☐ Glazing Engineer's documentation to be carried out by a certified Structural Glazing/Façade Engineer. Glazing to be low iron (clear) with no tinting unless approved by RDM.
- ☐ Submit copy of Certified Structural Engineer's drawings as a reference only as to be supplied to relevant Building Surveyor and Landlord for approval including any bulkheads, glazing, door systems or signage that is required for the shopfront construction. All connection details of these elements to the base building structure are to be submitted for approval.
- ☐ All doors to back of house areas to be fitted with concealed auto-closers.
- ☐ The Tenant is responsible for levelling of the tenancy floor to ensure a flush transition to the mall floor finishes at the lease line including any levelling required to compensate for the set down into the tenancy to the structural slab.
- ☐ Flush recessed 3mm demising strip required between Landlord and Tenant floor finishes.
- ☐ Flush stainless steel dust caps are to be installed for entry door closure lock bolt recesses.
- ☐ All food premises must meet the requirements as set out by Council and must comply with the food safety code. Ensure all proposed materials achieve Council Health Officer's approval prior to procurement.
- ☐ Tenant to provide shopfront structure and cladding to fire hose reel cupboard and door, door hardware and statutory signage – refer to typical details in tenancy plans.
- ☐ Design Submission
 - ☐ Will consist of an in-person presentation to your Vicinity RDM and, if appointed, your shopfitter.
 - ☐ Design submission must be issued in 1 combined PDF set for review, not single pages please.
 - ☐ All revisions to be clouded and cross reference to a revision number.