



QUICK REFERENCE GUIDE

Using Objective Build for the first time

Using Objective Build for the first time should be simple. Just follow the steps in this guide.

NZ.OBJECTIVE.COM

The image displays the Objective BUILD user interface on both a mobile phone and a desktop browser. The mobile app shows the application status for ID BLD2021018079, which is currently in the 'Processing' stage. The desktop browser shows the application details for ID BLD202100757575, including a progress bar and a list of tasks.

Mobile App Screenshot (BLD2021018079):

- Application status:** A circular progress indicator shows 'Assessment' (2/5 completed) in green. A legend indicates: Lodged (Completed - 1 Oct 2021), Processing (Completed - 1 Oct 2021), RFI (Suspended - 1 Oct 2021), and Issued (Not started).
- Timeline:** Started - 25 Oct, Expected date - 27 Dec. Current status: Processing.
- Optional tagline:** Processing 5 days, Suspended 3 days.
- Application details:** Site address: 27 Victoria Avenue, Palmerston North 4410; Project type: Residential; Description: Construct 3 bedroom domestic dwelling, attached double garage.
- Logo:** NorthShire.

Desktop Web Screenshot (BLD202100757575):

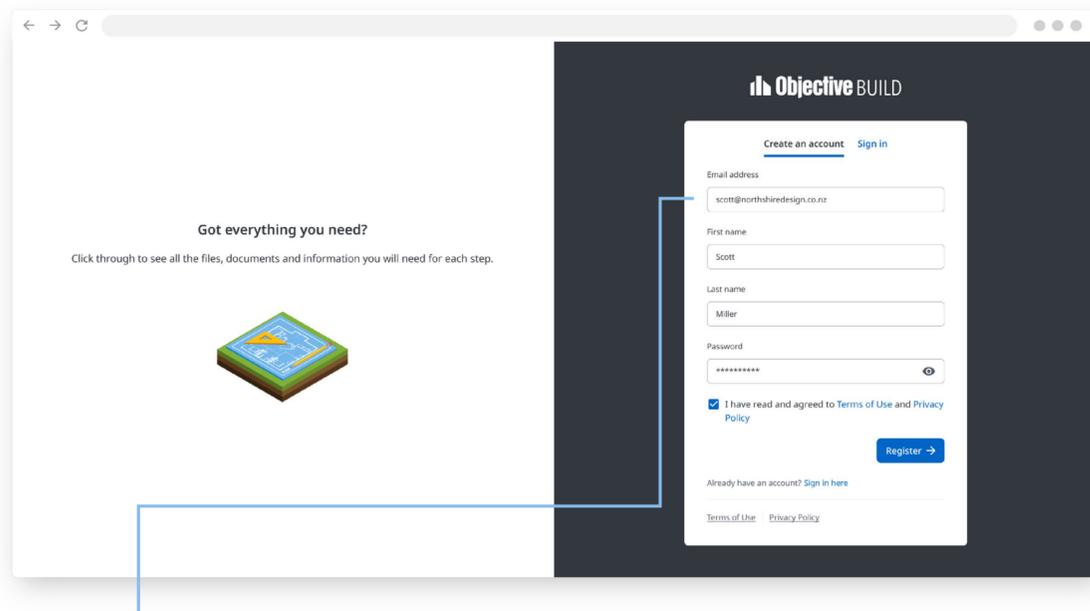
- Application Overview:** A horizontal progress bar shows the following stages: 1. Submitted (Completed - 1 Oct 2021), 2. Vetting (Completed - 2 Oct 2021), 3. Vetting RFIs (Suspended - 2 Oct 2021), 4. Accepted (Not started), 5. Lodged (Not started).
- Task List:** Lodgement (2/5 completed, Suspended), Assessment (Not started), Inspection (Not started), Certificates (Not started).
- Request for further information:** Application 1, Consent, CCC.
- Form:** A form titled 'Round 1' (Ready to submit) with a 'Submit' button. It contains two tasks: 1. Please provide further documentation that specifies the exact location of septic tank installation (Saved), and 2. Access for maintenance Please confirm where the storm water drain access points are appropriately located. If this is to be a charged system there sho... (Saved).

Remember, Objective Build is a single login across all councils

– so if you're already using Objective Build for another council, you'll be able to apply for consents across all councils using Objective Build with one login

1. Registering for Objective Build

You will receive an email advising you to set up an Objective Build account. If not, head to build.objective.com to and click 'Register' for an account.



Make sure you use the SAME email address you were using previously, as this is how you will see the consents that were in progress within your old portal.

Once you verify your email, you should see your dashboard with all active consents migrated across. Head to the profile tab to make sure all of your details are correct, and change where needed.

nz.objective.com/build

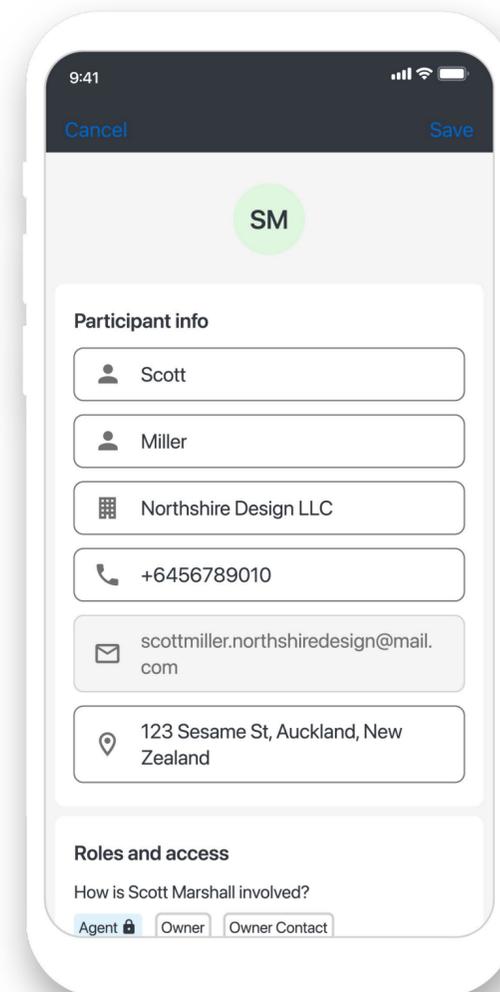
2. Set up your basic information

Download the Objective Build App to your phone via the App Store (Apple) or Play Store (Android/Google). This will give you access to Objective Build from your phone.



You will want to make sure your profile is up to date, once this is complete, you can also set up or join an organisation. To see how to do this step by step head to (www.inserturltohelphere.com)

You can also register for a live webinar session at www.inserturltohelphere.com to take you through the fundamentals of Objective Build.



3. Getting ongoing support

If you run into any issues setting up your Objective Build account, you can always contact our support team, who are available Monday to Friday from 9am to 5pm.

build.support@objective.com [0800 024 508](tel:0800024508)



INTRODUCING OBJECTIVE BUILD

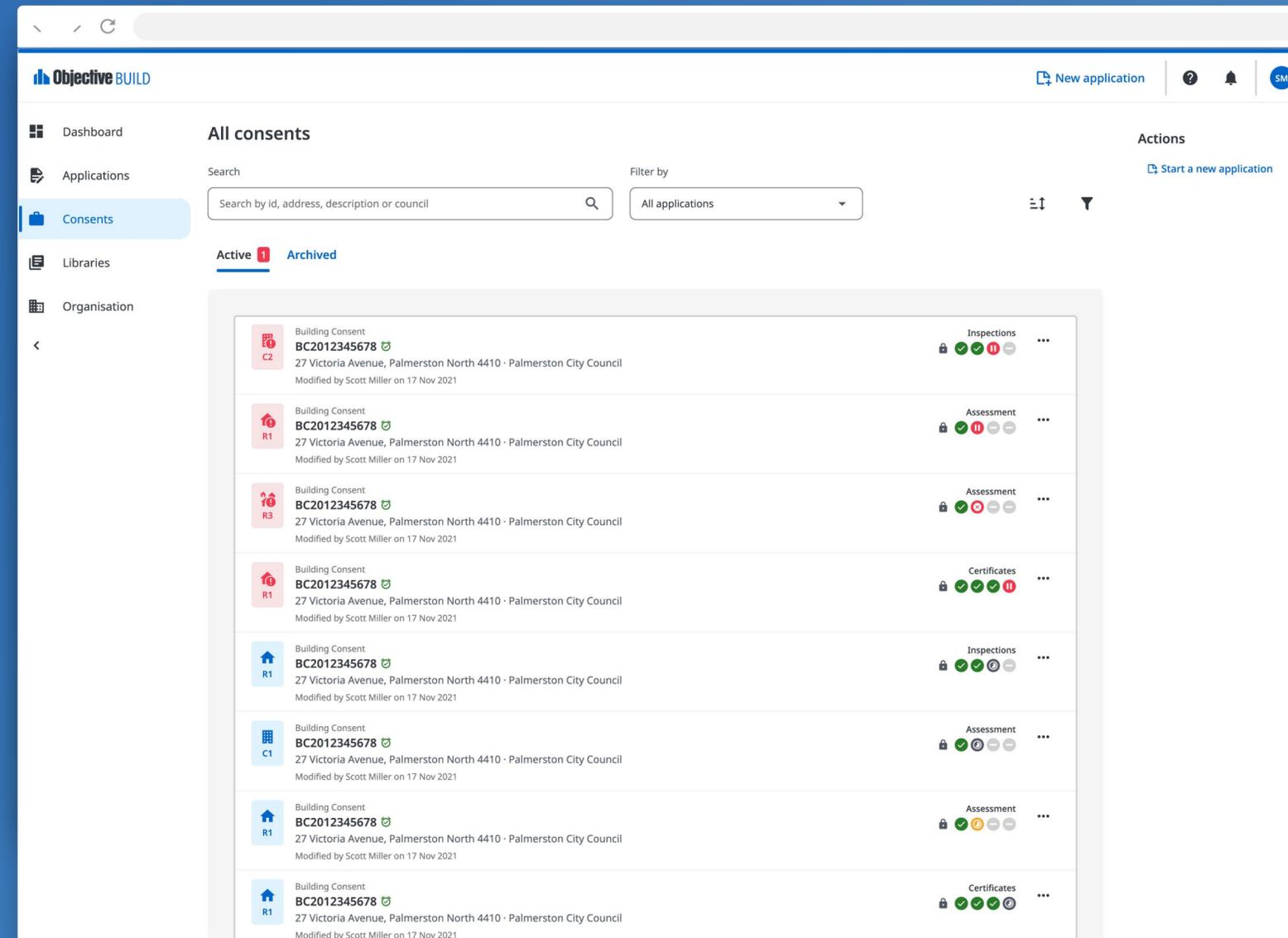
An effective building application management platform, helping the construction sector and local government thrive.

Making it easier for architects, designers and builders to obtain approvals for buildings and developments.

Injecting consistency, transparency, quality and efficiency into the building application and assessment process will help create high-quality buildings, support housing construction and drive social and economic outcomes for their communities.

HELP CENTRE: www.help.objectivebuild.com

There are hundreds of benefits to Objective Build. To see more of what you can do take a look at our help centre for video tutorials of our favourite features.



If you have any questions at all, our support team are around to help. Just email build.support@objective.com or call **0800 024 508**. They're available Monday to Friday 8:30am to 5:00pm