



WCTNZ® | LooCube™ — The NZ Purchasing & Delivery Process

Authorised by: Management Representative | Version: NZ v1.0 | Date: 09/09/2025

WATERLESS COMPOSTING TOILETS NZ LIMITED (trading as WCTNZ®)

This document outlines the end-to-end process for purchasing, production, delivery and (optional) installation of a LooCube™ facility supplied in New Zealand by WCTNZ®. Timeframes are indicative and depend on configuration, approvals, freight routing and border clearance.

Step 1 — Information & Quotation

- We discuss site context, user numbers, accessibility, service model (cleaning/maintenance) and budget.
- We recommend a configuration (building type, ramps, options) and provide a written Quote.
- Timeframe: as long as needed for an informed decision.

Step 2 — Order & Deposit

- You confirm the order in writing (PO/email).
- Deposit to confirm manufacture: 70% of order value (or 100% for funded orders via grants/trusts).
- On receipt, we lock your production slot and move to design/documentation.

Step 3 — Design & Documentation (NZ consenting pathway)

- We prepare drawings/specifications (colours, orientation, options) and the AU engineering pack that supports NZ consenting.
- You sign off on the specification and drawings to proceed.
- Typical duration: 2–4 weeks (scope and responsiveness dependent).
- Compliance (NZ): AU documents require NZ certification (e.g., PS1/PS4, site-specific geotech/foundation/anchorage design) to demonstrate NZ Building Code compliance. Engage local professionals or ask us to coordinate separately.



Step 4 — Procurement & Manufacture

- Materials are procured; your LooCube™ building kit is manufactured and flat-packed.
- Typical duration: 6–8 weeks (size/options/supply lead times).
- We issue a manufacturer-completion estimate and line up logistics.
- Contingency/variations: If site or design changes add cost or time, we notify and document per our T&Cs.
- When manufacture is complete, we issue the balance invoice (30%).
- Packages are freighted to the WCTNZ head office typical time of 4-6 weeks.

Step 5 — Delivery to Site

- We provide consignment details and a delivery window; your site contact coordinates access.
- You unload and store the kit safely in a protected laydown area.

Step 6 — Installation (by your builder; referral available)

- Installation is by your appointed contractor (we can refer independent installers; referral is not a recommendation unless agreed in writing).

Step 7 — Commissioning, Handover & Support

- We supply manuals and a commissioning checklist.
- Warranty activation: return commissioning/warranty info (incl. installation photos) within 60 days of receipt/commissioning.
- Support (first 24 months): WCTNZ® web/phone assistance to approved cleaning/maintenance staff; site visits if necessary (billed at standard service rates); optimisation advice.
- Condition: routine cleaning/maintenance must be performed; misuse/unauthorised modification voids support.

What you prepare on your side

- Site photo/plan, colour selections and orientation preferences.
- Local NZ engineer/architect (or WCTNZ® coordination) for NZBC certification/PS1/PS4, geotech/foundations.
- Unloading equipment (forklift/crane, access/ground conditions) and a site supervisor
- Target delivery window and site readiness date.