

ACT ADJUDICATION APPLICATION FORM
Building and Construction Industry (Security of Payment) Act 2009 (ACT)

The claimant hereby applies for adjudication under the Act of the referenced payment claim.
 The documents attached to or submitted with this application form part of this application.

The Claimant must ensure all details are correct and complete.

Claimant's Details –

Claimant Company Name: (or sole trader, partnership or trustee name)					
Trading Name (if different):					
Claimant Contact:	Title		First name		Last Name
ABN:			ACN:		
Business Address:					
Suburb:			State:		Postcode:
Telephone:	Area Code		Mobile:		
Email:					

Respondent's Details –

Respondent Company Name: (or sole trader, partnership or trustee name)					
Trading Name (if different):					
Respondent Contact:	Title		First name		Last name
ABN:			ACN:		
Business Address: (as provided in contract or later correspondence)					
Suburb:			State:		Postcode:
Telephone:	Area Code		Mobile:		
Email:					

Contract Details –

Contract Date (date of oral/written agreement to undertake construction work/supply goods and services):			Project Location Postcode:		
Project Location Address:					
Project Name:			Contract number (One construction contract only to be adjudicated under each application.)	(If applicable, otherwise leave blank)	
Claimant's Business Type	Consultant Contractor	Subcontractor Supplier	Respondent's Business Type:	Client Consultant Contractor	Head contractor Subcontractor Supplier
Type of construction work / related goods and services	Eg: Concreting, plumbing, electrical engineering etc.		Reference date: (Refer to www.adjudicate.com.au/act/start/claimant-prepares-payment-claim)		
Payment Claim Date: (Date claim served on respondent)			Payment Due Date:		
Payment Claim Amount: (incl. GST)			Payment Schedule date: (Date schedule received by claimant)	(If provided)	
Payment Schedule amount: (incl. GST)	(If provided)		Total payment(s) received: (Since service of Payment Claim)		
If no Payment Schedule was received, what date was the notice under Section 19(2) of the Act received by the respondent?					

If requested by Adjudicate Today, the Claimant acknowledges and agrees to provide two hard copies of the adjudication application (including all attachments).

This application form is provided to assist a Claimant to make an Adjudication Application under the *Building and Construction Industry (Security of Payment) Act 1999 (ACT)*. The use of this form is not mandatory to make an Adjudication Application.

Date _____ **Print name of Claimant or Claimant representative** _____ **Signature of Claimant or Claimant representative** _____

Adjudication Application Index

DOCUMENT	Tab/Page #
Adjudication Application Form	
Written Submissions	
Payment Claim (<u>including</u> any attachments)	
Payment Claim evidence of service <i>Confirmation of the date and method by which the claimant served the Payment Claim on the Respondent.</i>	
Section 19(2) Notice (if applicable)	
Section 19(2) evidence of service <i>Confirmation of the date and method by which the claimant served the Section 19(2) Notice on the Respondent.</i>	
Payment Schedule (if served)	
Payment Schedule evidence of service <i>Confirmation of the date and method by which the claimant received the Payment Schedule from the Respondent.</i>	
Construction Contract	
Supporting Documents	

Use of this index template is not mandatory, but may assist both the compilation and processing of an adjudication application.