

Date Received:

File No.:

NSW ADJUDICATION APPLICATION FORM
 Building and Construction Industry Security of Payment Act 1999 (NSW)

The Claimant 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)
Claimant's Business Activity:	Head Contractor Subcontractor	Supplier Consultant	Respondent's Business Activity:
Type of construction work / related goods and services:	Eg: Concreting, plumbing, electrical engineering etc.	Date to which construction work or related goods and services calculated:	Principal Head Contractor Subcontractor
Payment Claim Date: (Date claim served on Respondent)	Payment Due Date:	Payment Schedule Date: (Date schedule received by Claimant)	(If provided)
Payment Claim Amount: (incl. GST)	Payment Schedule Amount: (incl. GST)	Total payment(s) received: (Since service of Payment Claim)	
If a Payment Schedule was not received, what date was the notice under section 17(2) of the Act received by the Respondent?			

If requested by Adjudicate Today, the Claimant acknowledges and agrees to provide one hard copy 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 (NSW)*. The use of this form is not mandatory to make an Adjudication Application.

IMPORTANT: A copy of the adjudication application (including all attachments) must be served on the Respondent.

Date

Print name of Claimant
or Claimant representative

Signature of Claimant
or Claimant representative

DOCUMENT	Tab/Page #
Adjudication Application Form	
Written Submissions	
Payment Claim (<u>including any attachments</u>)	
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 17(2) Notice (if applicable)	
Section 17(2) evidence of service <i>Confirmation of the date and method by which the Claimant served the Section 17(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.