

# ANNEX 1 – NOTICE OF ADJUDICATION

*(To be delivered to the Responding Party)*

<b>Submission Date:</b>	<b>Claim Number<sup>1</sup></b>
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<b>From (Referring Party)</b>		<b>To (Responding Party)</b>	
<b>Name of Person or Company/Public Body</b>		<b>Name of Person or Company/Public Body</b>	
<b>Trading Name (if different)</b>		<b>Trading Name (if different)</b>	
<b>Address</b>		<b>Address</b>	
<b>Phone:</b>	<b>Fax:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Email:</b>		<b>Email:</b>	

<b>Claim details</b>
<b>Site Address</b>
<b>Project or Job<sup>2</sup></b>
<b>Amount Disputed<sup>3</sup></b>
<b>Description of Payment Dispute</b>

<sup>1</sup> Interim payment or final payment as per contract or the default payment arrangements set out in the Schedule of the Construction Contracts Act 2013.

<sup>2</sup> Attach a copy of, or relevant extracts from, the written contract and/or other material evidencing the contract.

<sup>3</sup> Attach a copy of Payment Claim Notices and Responses to Payment Claim Notices, if any.

**Payment sought**

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**Signed (Referring Party)**

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**Date**