**Construction Contracts Act 2004 (WA)**

**NOTIFICATION OF RECEIPT OF APPOINTMENT**

**TO: Building Commissioner**

Department of Mines, Industry Regulation and Safety

L1, 303 Sevenoaks Street

CANNINGTON WA 6107

**Sent to**: [cca@dmirs.wa.gov.au](mailto:cca@dmirs.wa.gov.au)

**PARTIES**

|  |  |
| --- | --- |
| **Between** | Click or tap here to enter text. |
| **And** | Click or tap here to enter text. |

I advise that pursuant to a construction contract between the above-mentioned parties, I:

Click or tap here to enter text. *Please insert name*

have been appointed as an adjudicator in respect of a payment dispute between the parties to the contract. I herein provide the following particulars with respect to this appointment.

**PARTICULARS OF THE APPOINTMENT**

|  |  |
| --- | --- |
| **Applicant details** | |
| Name of applicant | Click or tap here to enter text. |
| Trading name of applicant (if different) | Click or tap here to enter text. |
| ABN of applicant | Click or tap here to enter text. |
| Applicant’s business activity | Choose an item. |
| **Respondent’s details** | |
| Name of respondent | Click or tap here to enter text. |
| Trading name of respondent (if different) | Click or tap here to enter text. |
| ABN of respondent | Click or tap here to enter text. |
| Respondent’s business activity | Choose an item. |
| **Adjudication process** | |
| Date of application for adjudication | Click or tap to enter a date. |
| Date adjudicator accepted appointed | Click or tap to enter a date. |
| Payment claim amount (including GST) | Click or tap here to enter text. |
| Type of construction work/related goods and services | Choose an item. |
| Location of works/related goods and services (if known) | Click or tap here to enter text. |

*This form MUST be forwarded by email to* [*cca@dmirs.wa.gov.au*](mailto:cca@dmirs.wa.gov.au) *on the date of accepting the appointment or within 1 business day of the date of appointment.*

*Once a copy of the determination or dismissal is released to the parties, a copy MUST be forwarded by email to* [*cca@dmirs.wa.gov.au*](mailto:cca@dmirs.wa.gov.au)