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**MINOR WORKS CONTRACT**

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| --- |
| **Formal Instrument** |

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| --- | --- |
| **Party Details** | |
| **Principal:** | Housing Authority  5 Newman Court, Fremantle WA 6160  ABN 56 167 671 885 |
| **Contractor:**[[1]](#footnote-1) | [Name]  [Address]  [ACN/ABN] |
| **Contract Details** | |
| **Contract Number:** | [insert] |
| **Project:** | [insert brief description of project] |
| **Works:** | The construction on the Site of [##] in accordance with this Contract |
| **Site:** | [insert] |
| **Contract Sum:** | [insert]  *(inclusive of GST unless indicated otherwise)* |

**BACKGROUND**

1. The Principal wishes to engage the Contractor to carry out works in connection with the Project.
2. The scope of the parties’ obligations is set out in this Contract.
3. The parties agree to enter into this Contract for the delivery of the Works.

**AGREEMENT**

1. In consideration of payment of the Contract Sum (as set out in this Formal Instrument), or such other sums as may be payable at the time and in the manner set forth in this Contract by the Principal, the Contractor will complete the Works as described in this Contract by the time specified in this Contract.
2. This Contract may be executed in any number of counterparts including scanned, emailed or faxed copies. Each counterpart is an original but the counterparts together are one and the same document.
3. This Contract constitutes the entire agreement between the parties and supersedes all previous agreements, undertakings and communications whether written or oral relating to the subject matter of this Contract.

This AGREEMENT is made on the \_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_ in the year \_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Signed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  for and on behalf of the **Housing Authority** | )  ) |  |
| Signature of Housing Authority Officer |
|  |  |  |
|  |  | Housing Authority Officer’s position |

[\*If Contractor is a company - delete if not relevant]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Executed by**[Insert Contractor Name]** **ACN [Insert ACN]** as an agreement under s 127 of the *Corporations Act 2001* (Cth): | | )  )  ) | |  | |
|  |  | |  | |
| Signature of Director |  | | Signature of Director/Company Secretary  (Delete title which does not apply) | |
|  |  | |  | |
| Print name in full |  | | Print name in full | |

[\*If Contractor is an individual - delete if not relevant]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Signed by **[Insert Contractor Name] [Insert ABN]** | | )  ) | |  | |
|  |  | |  | |
|  |  | | Signature of Individual | |
|  |  | |  | |
|  |  | | Print name in full | |

1. If this entity is a trust you may need to consider additional provisions. Refer to Legal and Legislative Services. [↑](#footnote-ref-1)