

Respondent's Adjudication Response

Adjudicator: _____

Prescribed Appointer (PA):

Adjudicate Today Pty Ltd
Level 28, 140 St Georges Terrace
PERTH WA 6000
Ph: 1300 760 297; Fax: 1300 760 220
Email: wa@adjudicate.com.au
ABN: 39 109 605 021 ACN: 109 605 021

Adjudication Reference Number: _____

Name of Respondent: _____

Respondent's ABN: _____

Respondent's ACN: _____

Respondent's address: _____

Name of Applicant: _____

Applicant's ABN: _____

Applicant's ACN: _____

Applicant's address: _____

Description of project: _____

**Date of Applicant's service of
Payment Claim on Respondent:** _____

Claimed Amount: \$ _____

**Date of Respondent's service of
Notice of Dispute on Applicant
(if applicable):** _____

Disputed Amount: \$ _____

**Date of Applicant's service of
Adjudication Application on
Respondent:** _____

**Date on which the Respondent
received notification of the
Adjudicator's acceptance of the
Application for Adjudication:** _____

Submissions: NB: Provide submissions to support the reasons for the claim being rejected either in whole or part. If lengthy, list and attach submissions as a referenced document.

List of attachments: NB: List and attach all the referenced documents

Date

Print name of Respondent or Respondent
representative

Signature of Respondent or Respondent
representative

Adjudication Response Index

DOCUMENT

TAB No.

Notice of Dispute (if applicable)

- i. The Notice of Dispute Tab No. _____
- ii. Written confirmation of the date and method by which the Applicant received the Notice of Dispute from the Respondent Tab No. _____

Payment Claim

- i. The Payment Claim Tab No. _____
- ii. Written confirmation of the date and method by which the Applicant served the Payment Claim on the Respondent Tab No. _____

Any supporting documents

- i. The Construction Contract / details of oral agreement made Tab No. _____
- ii. Other supporting documents Tab No. _____

Written submissions

Tab No. _____

Use of this index template is not mandatory but may assist both the compilation and processing of an Adjudication Response. The Respondent may prefer to refer to page numbers instead of inserting tabs.

The Respondent is to **provide a hard copy of the Adjudication Response only if requested by Adjudicate Today**. Should the Respondent not provide the requested hard copy, Adjudicate Today may print the Adjudication Response (including all attachments). The cost of the printing will be charged to the Respondent at commercial printing rates plus staff time at sixty (\$60) dollars per hour (including G.S.T.) for all time necessary and incidental to the printing.

IMPORTANT: A copy of the Adjudication Response must be served on the Applicant.