



Request for Adjudication Certificate (VIC)

In accordance with the Building and Construction Industry Security of Payment Act 2002 (VIC)

ADJUDICATION CERTIFICATE DETAILS

1. Adjudication Application Reference: _____

2. Please indicate which section this adjudication certificate applies to:

Respondent required to pay adjudicated amount(s.28M)	Payment after Review Determination (s. 28N)
<input type="checkbox"/>	<input type="checkbox"/>

3. Adjudicated / review amount (as per determination / review documentation): _____

4. Due date for payment (as per determination): _____

5. Interest Rate (as per determination): _____

6. Please indicate the relevant adjudication scheme:

Pro Bono <input type="checkbox"/>	Fixed Fee <input type="checkbox"/>	Non-Fixed Fee <input type="checkbox"/>	Adjudication Review <input type="checkbox"/>
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If you tick the non-fixed fee adjudication scheme, then the claimant must forward the necessary certificate fee of \$220.00 (including GST)

7. Please indicate whether you wish the amount of interest payable to be stated on the Adjudication Certificate.

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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8. Please indicate whether you wish the unpaid share of any fees due to you under either a) the adjudication determination or b) the review of the adjudication determination, to be stated on the certificate.

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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9. If you have received any payments with regard to the adjudication application please indicate the amount and date on which they were received below (add details if there are more than two payments. If there have been no payments, simply indicate this fact).

Payment(s) Received?

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Payment Amount 1: _____ Date: _____
Payment Amount 2: _____ Date: _____

10. Declaration

I declare that I am the claimant or are the legal representative on behalf of the claimant to whom this adjudication application or adjudication review relates, and I hereby request an adjudication certificate under section 28P and 28Q of the Building and Construction Industry Security of Payment Act 2002.

I also have forwarded the necessary certificate fee of \$220.00 (including GST) (non-fixed fee adjudication)

Name (block letters) _____ Company _____
Signed _____ Date: _____



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Payment Details for Non-Fixed Fee Adjudication Certificate

If you are applying for an adjudication certificate for a non-fixed fee determination this request must be accompanied by the fee charged by RICS Dispute Resolution Service before the issue of the Adjudication Certificate.

Payment Method (tick appropriate)

- Cheque (payable to RICS Dispute Resolution Service)
- EFT (Bank Details - ANZ BSB: 012 003 Account Number: 481694188)
Please send through remittance advice for proof of service

Credit Card

- MasterCard
- Visa
- Amex

Card Details

Cardholder

Card number

Expiry date /

Amount \$ ***(Please remember to include GST)***

Signature

Please note that any payments made via a AMEX/Visa or MasterCard credit card will attract a 2.5% credit card fee.

**Once this form is completed, it will act as a tax invoice.
Please retain for tax purposes.**

RICS Dispute Resolution Service

ABN 18 089 873 067

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