

# FORM 4

## NOTICE OF DISPUTE OF PROGRESS CLAIM

(Condition 19 of the General Conditions of QBCC New Home Construction Contract)

**NOTE TO CONTRACTOR:** This blank form may be copied for multiple use and must accompany a QBCC Form 3.

**NOTE TO OWNER:** If you intend to dispute a progress claim, this form must be returned to the Contractor within 5 business days of receipt of the disputed progress claim.

**To: (Contractor)** \_\_\_\_\_  
*(insert name and business address of Contractor)*

**From: (Owner/s)** \_\_\_\_\_  
*(insert name and postal address of Owner/s)*

**Regarding construction at:** \_\_\_\_\_  
*(insert Site address)*

*(tick whichever is applicable)*

The Owner **rejects all of** your progress claim dated: \_\_\_\_/\_\_\_\_/\_\_\_\_ for the Stage described in  
*(day) (month) (year)*  
Schedule Item 8A or 8B as \_\_\_\_\_

**OR**

The Owner **rejects part of** your progress claim dated: \_\_\_\_/\_\_\_\_/\_\_\_\_ for the Stage described in  
*(day) (month) (year)*  
Schedule Item 8A or 8B as \_\_\_\_\_

**The value of the part of the progress claim that is rejected is: \$** \_\_\_\_\_ **(incl. GST)**  
*(insert amount)*

**The reason/s for rejecting all or part of the claim is/are:** *(set out reason/s)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNED:** \_\_\_\_\_  
*(Owner/Owner's Representative to sign here)*

**DATED:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
*(day) (month) (year)*

**When form completed, Owner to give the Contractor the original and Owner to retain 2 legible copies.**