

# FORM 1 COMMENCEMENT NOTICE

(Condition 17 of the General Conditions of QBCC New Home Construction Contract)

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

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

Site address: \_\_\_\_\_

## NOTICE

In accordance with Condition 17 of the General Conditions of the Contract we advise:

The **date** on which **work** under the Contract **commenced on Site** was: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)

The **Date for Practical Completion** (stated in, or calculated in accordance with, Schedule Item 7) is: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)

SIGNED: \_\_\_\_\_ DATED: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)  
(Contractor/Contractor's Representative to sign here)

## NOTE TO OWNER

The Date for Practical Completion is subject to extensions of time authorised under this Contract.

## OWNER'S ACKNOWLEDGEMENT OF RECEIPT OF COMMENCEMENT NOTICE

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

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

Site address: \_\_\_\_\_

I/we acknowledge receipt of your Commencement Notice dated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)

advising that work under the Contract commenced on Site on: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)

and that, subject to extensions of time authorised under the Contract, the Works will reach Practical Completion on: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(day) (month) (year)

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

## NOTE TO OWNER

Retain the original of the entire Commencement Notice for your files.  
Please complete and promptly post back to the builder a signed copy of this acknowledgement section.