

**Information regarding form.** This form is to be used by head contractors to advise:

- the principal that a subcontract for the building contract has been entered into with a subcontractor (excluding suppliers)
- the principal of a change in subcontractor information.

Pursuant to section 50 of the *Building Industry Fairness (Security of Payment) Act 2017*, this form must be provided to the principal within 5 business days after entering into the subcontract for the building contract or becoming aware of a change in subcontractor information. Subcontractors and suppliers for the purposes of this form are defined in section 8 and section 11 of the Act respectively.

Please note that this form is for external use only and is not required to be submitted to the QBCC however you should keep a record of this form as QBCC may require proof that you have complied with s.50 of the Act.

## 1. NOTIFICATION TO PRINCIPAL OF:

**New subcontract**      **Change of information for subcontractor**

## 2. DETAILS OF BUILDING CONTRACT

Principal Name																				
Head Contractor's Name																				
Project description																				
Site address																				
											State				Postcode					

## 3. NEW OR AMENDED SUBCONTRACTOR DETAILS

Company/ business name																				
Name of business owner or director (if relevant)																				
Postal Address																				
											State				Postcode					
Contact Phone																				

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Continuing 3. new or amended subcontractor details

<b>Email</b>																									
<b>Date subcontract entered</b>	D	D	/	M	M	/	Y	Y	Y	Y															
<b>Name of Financial institution</b>																									
<b>Branch name</b>																									
<b>Postal Address</b>																									
													<b>State</b>				<b>Postcode</b>								
<b>Name of Account</b>																									
<b>BSB</b>				<b>Account number</b>																					

**4. DECLARATIONS**

**Note:** Failure to provide the required information or intentionally providing misleading information may result in prosecution under the relevant Acts or Regulations (Maximum penalty—200 penalty units).

- I declare that the information provided is true and accurate to the best of my knowledge.
- I understand that all information supplied on with this notice may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

**Head Contractor's Full name**

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**Head Contractor's Signature:**

**Date** D D / M M / Y Y Y Y