C102 – NOTICE OF POTENTIAL DELAY

(Subclause 34.2)

DATE: [INSERT DATE OF NOTICE]

TO PRINCIPAL: [INSERT PRINCIPAL NAME]

TO SUPERINTENDENT: [INSERT SUPERINTENDENT NAME]

PROJECT NAME: [INSERT PROJECT/CONTRACT NAME]

CONTRACT No.: [INSERT CONTRACT NUMBER]

The Contractor notifies the Superintendent that there will probably be delay to WUC because of:

|  |
| --- |
| [PROVIDE DETAILS OF POSSIBLE CAUSE OF DELAY AND AFFECT ON WUC] |

It is estimated that the delay to WUC will be for [INSERT NUMBER OF WORKING DAYS] working days.

|  |  |
| --- | --- |
| Signed for and on behalf of the Contractor: |  |
|  |  |
| Signature |  |
|  |  |
| Name |  |
|  |  |
| Date |  |

|  |  |
| --- | --- |
| [REMOVE BEFORE SENDING] Notes: | |
| a) | This notice must be given promptly by the Contractor whenever it becomes aware of anything that may probably cause delay to WUC. |
| b) | For service of this C102 refer to clause 7. |