C123 – REQUEST FOR VARIATION FOR CONTRACTOR’S OWN CONVENIENCE

(Subclause 36.3)

DATE: [INSERT DATE OF NOTICE]

TO SUPERINTENDENT: [INSERT SUPERINTENDENT NAME]

PROJECT NAME: [INSERT PROJECT/CONTRACT NAME]

CONTRACT No.: [INSERT CONTRACT NUMBER]

VARIATION No.: [INSERT PROPOSED VARIATION NUMBER] – [INSERT PROPOSED VARIATION NAME]

The Contractor requests the Superintendent to direct the following variation for the convenience of the Contractor, namely:

|  |
| --- |
| [CONTRACTOR TO DETAIL THE VARIATION PROPOSED BY THE CONTRACTOR] |

because:

|  |
| --- |
| [CONTRACTOR TO INSERT REASONS FOR REQUESTING THE VARIATON]. |

Please direct the Contractor promptly whether the variation is approved and if so, on what conditions.

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

|  |  |
| --- | --- |
| [REMOVE BEFORE SENDING] Notes: | |
| a) | The Superintendent is not obliged to approve any variation for the convenience of the Contractor. |
| b) | The approval may be conditional. |
| c) | Whether or not conditions are imposed by the Superintendent, subclause 36.3 precludes the Contractor from recovering either extra time for practical completion or any extra cost of the variation, unless the Superintendent directs otherwise. |
| d) | A condition of approval may be that the Contractor is not entitled to any extra time or cost both in respect to the variation or anything arising out of the variation. |
| e) | As to service of Form C123, refer to clause 7. |