C108 – REQUEST TO ISSUE CERTIFICATE OF PRACTICAL COMPLETION

(Subclause 34.6)

DATE: [INSERT DATE OF NOTICE]

TO SUPERINTENDENT: [INSERT SUPERINTENDENT NAME]

PROJECT NAME: [INSERT PROJECT/CONTRACT NAME]

CONTRACT No.: [INSERT CONTRACT NUMBER]

The Contractor is of the opinion that Practical Completion of [INSERT 'THE WORKS' OR 'SEPARABLE PORTION NO. #'] has been reached. The Contractor requests the Superintendent to issue a Certificate of Practical Completion certifying that Practical Completion was reached on [INSERT CONTRACTOR'S OPINION OF THE DATE OF PRACTICAL COMPLETION].

|  |  |
| --- | --- |
| Signed by the Contractor: |  |
|  |  |
| Signature |  |
|  |  |
| Name |  |
|  |  |
| Date |  |

|  |  |
| --- | --- |
| [REMOVE BEFORE SENDING] Notes: | |
| a) | The Contractor is required to give written notice that it has reached Practical Completion of the Works or each appropriate separable portion. |
| b) | The Superintendent must either issue a Certificate of Practical Completion or give reasons why Practical Completion has not been reached, in either case within 14 days of this request. Failure by the Superintendent to do so will be a substantial breach of the Contract by the Principal, entitling the Contractor to give a notice to show cause under subclause 39.7(b). |
| c) | See Form S109 and S110 for an appropriate response by the Superintendent. Refer generally to section 17.1 of Chapter 17 of HB140-2000. |
| d) | For service of this C108, refer to clause 7. |