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|  **Construction Contracts Act, 2013 Form No. 7** **Notice of Intention to Suspend Work from an Executing Party*** **if an amount due from a decision of an Adjudicator is not paid in full**

**pursuant to section 7(2) of the Construction Contracts Act, 2013****An Executing Party is required** **to deliver a Notice of Intention to Suspend Work to the Other Party:**- **not earlier than 7 days after the decision of the Adjudicator; and** - **not later than 7 days before the proposed suspension of work is due to begin.**  |
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|  **State the date of Intention to Suspend Work:**  |  |  | **/** |  |  | **/** |  |  |  |  |

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Please ensure all parts of the form are completed in full, if applicable, and in **Block Capitals** (See Note 1)

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| **PART A: Executing Party details** |
| **Name of Person /Company/Public Body:** |  |
| **Trading Name (if different):** |  |
| **Address:** |  |
|  |  |
|  |
| **City/Town:** |  | **County:** |  |
|  |  |  |  |
| **Country:** |  | **Eircode / Postcode:** |  |  |  |  |  |  |  |
| **Name of person who may be contacted about this matter:** |  |
| **Email:** |  | **Telephone/Mobile:** |  |
|  |  |  |  |
| **Other Party[[1]](#footnote-1) details** |
| **Name of Person /Company/Public Body:** |  |
| **Trading Name (if different):** |  |
| **Address** (**registered address for a Company**)**:** |  |
|  |  |
|  |  |  |
| **City/Town:** |  | **County:** |  |
|  |  |  |  |
| **Country:** |  | **Eircode / Postcode:** |  |  |  |  |  |  |  |
|  |  |
| **Name of Senior Contact Person (if known):** |  |

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| **PART B: Details of Adjudicator's decision and the grounds on which it is intended to suspend work** |
|  **Does the amount that is due arise from a decision of an Adjudicator in relation to**  **a construction contract as defined in the Construction Contracts Act, 2013?[[2]](#footnote-2)**  |

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| --- | --- | --- | --- |
| **Yes** |  | **No** |  |

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| **State the amount that is due, which has not been paid:**  | **€** |
| **Name of Adjudicator:** |  |
| **Date of Adjudicator's decision:** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **/** |  |  | **/** |  |  |  |  |

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| **Specify the grounds on which it is intended to suspend work** (see Note 2)**:** |
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Continue on separate sheet if needed

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| **PART C: Signature**  |
|  |
| **Signature:** |  | **Date:** |  |  | **/** |  |  | **/** |  |  |  |  |  |
| **Print Name:** |  |
| **Capacity/Position:**  |  |
| **ATTACH** a copy of the Adjudicator's decision to this completed form.**RETAIN A COPY** **of this completed form** for your records as you may be required to produce it at a later date.  |

**Notes**

**Note 1**

An Executing Party may only use this form if the proposed suspension of work relates to an Adjudicator's decision arising from a payment dispute under a construction contract as defined in the [Construction Contracts Act 2013](http://www.irishstatutebook.ie/eli/2013/act/34/enacted/en/html). The definition of a **construction contract** is set out in section 1 of the Act and section 2 lists exceptions which are not a construction contract for the purposes of the Act. An information booklet on the Construction Contracts Act, 2013 is available at [www.djei.ie](http://www.djei.ie) for further guidance.

**Note 2**

The right to suspend work under section 7(1) of the Construction Contracts Act, 2013 **is** **limited to an** “**Executing Party”.** Work may **not** be suspended by an Executing Party after:

1. the payment by the Other Party of the amount due, or
2. if the decision of the Adjudicator is referred to arbitration or court proceedings are initiated in relation to the decision of the Adjudicator.

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1. If there is more than one Other Party to the construction contract, copy this blank page and include their details. [↑](#footnote-ref-1)
2. If you select **No**, this form should not be used to contact the Other Party. [↑](#footnote-ref-2)