



Issued by:  
Address:

Employer:  
Address:

Contractor:  
Address:

Works  
situated at:

Contract dated:

Job reference:

Issue date:

Under the terms of the above-mentioned Contract, I/we give notice that the Contractor has fixed to my/our satisfaction all defects identified during the Defects Fixing Period relating to

\*Select as appropriate

\* the Works referred to in the Certificate of Practical Completion

no. \_\_\_\_\_ dated \_\_\_\_\_.

\* Section no. \_\_\_\_\_ of the Works referred to in the Certificate of

Section Completion no. \_\_\_\_\_ dated \_\_\_\_\_.

\* the part(s) of the Works identified in the notice of takeover issued by the Architect/Contract Administrator

no. \_\_\_\_\_ dated \_\_\_\_\_.

To be signed by or for  
the issuer named  
above

Signed \_\_\_\_\_

**Distribution**

Employer

Other recipients:

Contractor

Copy on file