

**Form 1** Version 1  
***Subcontractors' Charges Act 1974***  
**NOTICE OF CLAIM OF CHARGE**

TO:

Name of employer or superior contractor by whom money is payable (in this form called <i>Employer</i> )	Address of Employer

FROM:

Name of Claimant (in this form called <i>Claimant</i> )	Address of Claimant

The Claimant hereby gives notice that the Claimant claims a charge in accordance with section 10 of the *Subcontractors' Charges Act 1974* on money<sup>1</sup> that is now or will be payable by the Employer to the Contractor under the Contract.

The claim of charge is for the Amount Claimed and concerning Particulars of Claim for work done by the Claimant in respect of the Contract, which work was done by the Claimant under a subcontract with the Claimant's Contractor between the dates set out in this Notice.

The Claimant requires the Employer to take the necessary steps to see that the money that is now or will be payable by the Employer to the Contractor is paid or secured to the Claimant.

Name of Claimant's contractor or a superior contractor to whom money is payable by the Employer (in this form called <i>Contractor</i> )	Address of Contractor

Name of contractor by whom money is payable to the Claimant under a subcontract (in this form called <i>Claimant's Contractor</i> )	Address of Claimant's Contractor

---

<sup>1</sup> *Money* includes retention money. If retention money only is sought to be charged Form 1A should be used.

Contract: <i>(Identify contract between Employer and Contractor)</i>	Address where Claimant's work was done:

Amount Claimed:

Particulars of Claim: <i>(Give particulars of work done by Claimant)</i>

Dates between which the work was carried out:

***Oaths Act 1867***  
**Statutory Declaration**

QUEENSLAND  
TO WIT

I,
----

*(Name of Claimant making declaration or officer of Claimant making declaration where Claimant is a corporation)*

of
----

*(Address of Claimant or officer of Claimant making declaration)*

in the State of Queensland do solemnly and sincerely declare that the information in this claim including the amount of the claim is correct.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1867*.

Taken and declared before me at

this 



 day of

--

*Signature of Declarant*

--

*A Justice of the Peace/Commissioner for Declarations*

## Certificate of Qualified Person

I,

*(Name of Qualified Person)*

of

*(Address of Qualified Person)*

*Qualification to give certificate*

herby certify that I have examined this claim and in my opinion it is prima facie a proper claim to proceed pursuant to the provisions of the *Subcontractors' Charges Act 1974*.

Dated at

this

day of

*Signature of Qualified Person*

*Signature of Witness*