

ADJUDICATION TIMELINE CHECKLIST

Situation No 4

Where the Respondent does not provide a Payment Schedule and fails to pay the whole or any part of the scheduled amount by the due date.

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|-----|--|--------------------|---|---|
| 1) | Claimant serves Payment Claim | Date served | / | / |
| 2) | Payment Schedule to be served within 10 business days from Payment Claim or earlier time if specified in the contract | Due date | / | / |
| 3) | Respondent does not serve a Payment Schedule within 10 business days from receipt of the Payment Claim. | | | |
| 4) | Due Date for Payment Claim (as per contract or if not specified 10 business days after Payment Claim) | Due date | / | / |
| 5) | Respondent fails to pay the full amount of the Payment Claim by the due date. | | | |
| 6) | Claimant notifies the Respondent of intention to apply for adjudication of the Payment Claim. (after expiry of date in 2) | Date notified | / | / |
| 7) | Business days between 4) and 6) (No more than 20) |B/days | | |
| 8) | Respondent may provide a Payment Schedule to the Claimant | Date served | / | / |
| 9) | Business days between 6) & 8) (No more than 5) |B/days | | |
| 10) | Claimant applies for Adjudication under S17 (1) (b).
(copy must be served on the Respondent) | Application date | / | / |
| | | Copy served | / | / |
| 11) | Business days between end of 6) and 10) (No more than 15) |B/days | | |
| 12) | ANA refers Application to an Adjudicator | Date referred | / | / |
| 13) | Adjudicator accepts the Application (Within 4 days from 10) or Claimant may withdraw the Application and re-apply) | Date accepted | / | / |
| | |B/days | | |
| 14) | Respondent lodges Adjudication Response
Within the later of 5 business days after receiving copy of Application, (Date / /) or;
Within 2 business days after receiving the Adjudicator's acceptance of the Application (Date / /)
Note: Adjudicator only to consider if Payment Schedule served as per 8) and 9) | Date lodged | / | / |
| 15) | Adjudicator must determine the Application within 10 business days from 13).
(or further time agreed between the parties) | Determination date | / | / |
| | | Further date | / | / |