



Application for the appointment of an Adjudicator – JCT Homeowner Scheme

General Information

This form is to be used to apply for the nomination of an adjudicator in connection with the JCT Building contract for home owner/occupier(s).

Please provide sufficient information about the issues in dispute and the remedy you are seeking from an adjudicator. The adjudicator will only deal with the dispute you set out in this application.

By submitting a completed application form, you agree that RICS can provide your personal contact details to the approached and/or appointed adjudicator to allow communication with you.

This application form and any accompanying documents may be copied to the adjudicator or potential adjudicators.

Please read the rules for adjudication and explanatory note before completing and submitting this application form

Important: This application is made in accordance with the terms and conditions of a JCT building contract for a home owner/occupier that was made between the parties named in this application form.

Applicant/referring party details

Title:

Surname:

Forename(s):

Telephone (home:)

Mobile:

Email:

Home address:

Postcode:

County:

Country:

Applicant/referring party representative

Title:

First name:

Last name:

Designation:

RICS membership Number: (if applicable)

Firm name:

Address:

Town/city:

Post code:

Telephone:

Mobile:

Direct line:

Email:

Responding party details

Title:

Surname:

Forename(s):

Telephone (home:)

Mobile:

Email:

Home address:

Postcode:

County:

Country:

Responding party representative

Title:

First name:

Last name:

Designation:

RICS membership Number: (if applicable)

Firm name:

Address:

Town/city:

Post code:

Telephone:

Mobile:

Direct line:

Email:

Location of dispute and works

To assist in nominating a suitable adjudicator, please provide information, including where and what the works are, what the dispute is and the amount.

Address of the project:

Postcode:

County:

Country:

Telephone:

Direct Line:

Mobile:

Email:

The amount in dispute (£)

Nature of the dispute

The object of adjudication is to resolve a dispute with 21 days. To help achieve this please provide brief details of the type of work that was carried out, and a description of the matters in dispute.

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What is the dispute about?

Please tick the boxes that you think may apply:

	Quality of materials	Quality of workmanship	defective design or performance	Delays/ unfinished work	Extras to original works
Clearance, demolitions, groundwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foundations, concrete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brickwork, walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plaster, boarding, tiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Woodwork, carpentry, joinery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows, doors etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing, heating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical, wiring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roofing, gutters, leaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
painting, decorating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drainage, services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paths, fences, gates etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If it is another area please specify:

Remedy

Please explain the outcome you are seeking from the adjudication

Conflicts of interest

RICS will take reasonable steps to ensure that the appointed adjudicator is free from conflict of interest. It is therefore essential that you provide details of the parties involved including any companies or related entities that a prospective adjudicator would need to consider in their conflict of interest checks.

Adjudicators are required to disclose involvement or potential conflicts of interest to RICS prior to nomination. RICS will never knowingly nominate an adjudicator who has a conflict of interest.

If in your view there are any adjudicators who would have a conflict of interest regarding this matter, you should list them in the box below. Please also provide for such person, brief but clear reasons for this statement. Your attention is drawn to the decision in Eurocom Ltd -v- Siemens Plc [2014] EWHC 3710 (TCC) to the effect of misrepresentations in this statement could invalidate the nomination process in its entirety, rendering any decision/award made unenforceable.

Name	Firm	Reason

Please note: while the nominating body will give careful considerations to any representations the approver will reach his/her own decision as to who is nominated.

How to pay

RICS charges an administration fee of **£144.00** inclusive of VAT to make a nomination. This payment is non-refundable whether or not the appointment is made [e.g. if the matter is settled by agreement and the application is withdrawn].

You can choose to pay by the following:

- Providing a cheque made payable to RICS. Please detail your name and postcode on the reverse so that the payment can be allocated.
- A card payment. One of our advisors will contact you to arrange payment. Please tick this box:
- By using your bank or building society to pay the application fee.

RICS Bank account details:
 Account number: **30786339**
 Sort code: **56-00-45**
 Swift Code: **NWBK GB 2L**

You must provide your name and post code. This will ensure that your payment is correctly allocated and your application is processed. Please email a copy of the remittance to **bacs@rics.org**

RICS is unable to accept credit or debit card details by email due to PCI compliance regulations.

Please be aware the referring party has responsibility to ensure that payment is complete.

Your privacy

RICS takes the privacy and security of the personal information you provide very seriously. Your details are held in a secure database with authorised access only. We apply data processing policies in compliance with the Data Protection Act 1998 and the Privacy and Electronic Communications Regulations [EC Directive 2003]. RICS will not use the information you provide in this application to contact you with offers of products and services. Nor will RICS share your information with third parties for the purpose of sending you details of offers of products and services.

Declaration

I/we confirm that this application is made in accordance with the terms and conditions of a JCT Building Contract for a home owner/occupier that was made between the parties named in this application form.

Application submitted by:

Name: _____

Date: _____