

Barton Legal do not accept any responsibility for the use of this template to terminate a contract.

[JCT Design and Build (2016)]

Mr X
New Road Side Building Contractors Limited
12 New Road Side
Rawdon
Leeds
LS19 9NR
[The address is the contract]

[Date of transmission and of posting]

By email and pre-paid Recorded Delivery post [as per clauses 8.2.3 and 1.7.4]

Dear Mr X,

NOTICE OF TERMINATION

Site [Define]

Contractor: New Road Side Building Contractors Limited

Employer: William A Barton of Rawdon Property Developments Limited

Contract: [define]

Termination of the Contract under clause 8.5 (Contractor's Insolvency)

Following notification that your company has entered into administration as at [date], we, the Employer under the above captioned Contract, hereby give you, the Contractor, notice pursuant to clause 8.5 of our termination of the Contract.

Pursuant to Clause 8.5.1, this notice of termination takes effect immediately and we will no longer have any further legal obligations to each other outside of clauses 8.7 and 8.8 and any claims that may have arisen pre-termination.

We shall write further to you in due course to determine how much either party may be owed under clause 8.7.3 and to require you to comply with your duties under clause 8.7.2 in due course.

This letter will be deemed to have been received by you on the second business day after the date of postage at the top of this letter, pursuant to clause 1.7.4.

In any event, please kindly acknowledge receipt of this letter.

Yours faithfully,

[Signature]

William A Barton of Rawdon Property Developments Limited

cc. The Liquidator [legal name and address].