

Property name:

Parties - Client:

Builder

(a) Basic Version

Serial No.	Item	Claimant		Defendant		Judge's columns	
		Valuation	Price	Valuation	Price	Valuation/comments	Price
1.	[This should set out the item being claimed – ideally with reference to the date of the instruction and then the issue - e.g. Letter of xx/xx/xx – re-plastering of rear wall]	[In this column you set out how you value the work – for example, 3 hours at £50 per hour; materials £20]	[In the previous example this would be £170]	[This is where the client should insert their response ...]	[and here the amount they propose]		
2.							

(b) Defects Schedule

Serial No.	Description of defect	Claimant			Defendant		Judge's columns	
		Term of contract and specification breached	Remedial work done/required	Cost of remedial work	Replies/comments on breach of contract	Replies/comments on remedial work and cost	Comments	Price
1.								
2.								

(c) Delays Schedule

Serial No.	Delaying event	Claimant			Defendant	Judge's columns	
		Effect of the event	Total delay	Description of disruption	Comments	Comments	Price
1.							
2.							