

PSP 4 - Early Warning Notice

Project Data

| | | | |
|----------------------------|--|----------------------|--|
| Title | | | |
| Project Manager | | | |
| Client | | Early Warning Number | |
| Member Authority Reference | | | |

| Item | Early Warning Notification From: | Early Warning Notification To: |
|------------------|----------------------------------|--------------------------------|
| Name | | |
| Position | | |
| Contractor Name | | |
| Address | | |
| Telephone Number | | |
| Mobile Number | | |
| Email | | |

Details of Early Warning Notice

| | | |
|--------------------------|--------------|--|
| Date of Issue | | |
| Response required within | working days | |

Related Early Warning Notices

| | |
|--|--|
| Date at which contractor became aware of event | |
| Event Title | |
| Description | |

Implications of Event

| | | | |
|---|--|------|--|
| Anticipated effect | | | |
| Increase the total of the Prices | | | |
| Delay Completion | | | |
| Impair the performance of the works in use | | | |
| Adversely affect the Contractor's performance | | | |
| Early Warning Meeting instructed | | | |
| Consultant Project Manager Signature | | Name | |
| Date: | | | |

Acknowledgement of Early Warning:

| | | | |
|-----------------------------------|--|-------|--|
| From: | | To: | |
| Early Warning Meeting Instructed: | YES <input type="radio"/> NO <input type="radio"/> | | |
| Signature | | Date: | |
| Early Warning Meeting held: | YES <input type="radio"/> NO <input type="radio"/> | | |
| Minutes of Meeting/omments: | | | |
| Signature | | Date: | |