[Insert date]

|  |  |
| --- | --- |
| To: | Administrator |

|  |
| --- |
| Dear [Insert title] |

|  |
| --- |
| [Contract no.] |
| [Road name] |
| [Local government name] |
| Notice of Latent Content |

Under Clause 12.2 of the *General Conditions of Contract*, I am hereby notifying you of the following Latent Condition encountered on the Site which differs materially from the physical conditions expected, namely:

(1) [Insert]

Yours sincerely

**Contractor**

|  |
| --- |
| 1. Describe the Latent Condition as much as possible in respect of the physical properties, its effect and its location   Note: This has four parts in accordance with the procedures required under Clause 12. The provisions of Clause 12.4 should be noted.   * 1. CAL013M is a Notice under Clause 12.2 – Notification   2. SL106 is a Statement of Measures to Overcome Latent Conditions Form   3. SL107 is a Claim for Extra Cost Due to Latent Condition |