Contractual Handover Certificate

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| --- | --- | --- | --- |
| Delivering party | | Receiving party | |
| From: |  | To: |  |
| Position: |  | Position: |  |
| Organisation: |  | Organisation: |  |
| Date: |  |  |  |
| Signed for and on behalf of <insert name of delivering party>: |  | Document Ref: |  |
| cc: |  | cc: |  |

(Reference to relevant clauses of contract) TfNSW hands over the control of the assets listed in Item 2 below to <Insert name of receiving party> for their ongoing operation and maintenance from the date and time listed in Item 3 below. <Insert name of receiving party> shall ensure that the relevant insurances are provided from this date and time.

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| Item 1: Program/Project title |
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| Item 2: Description of the assets to be handed over |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Item 3: Time and date of asset handover | | | | | | | | | | |
| The Item 2 Assets will become the responsibility of <Insert name of receiving party> | | | | | | | | | | |
| on the | *(day)* | day of | *(month)* |  | *(year)* | at | *(time)* | h |  | min |

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| Item 4: Attachments |
| Attachment 1 – Technical handover certificate  Attachment 2 – Deed of variation or relevant document |

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| Item 5: Impact notification |
| <Insert name of delivering party> to notify TfNSW on the impact to cost, risk and performance of network due to the change in asset or services |

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| **Signed for and on behalf of <insert name of delivering party>:** |  |