

# The Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013

## Notice of the Right to Cancel

Under the above regulations you have a right to cancel this contract during a period of 14 calendar days from the day this notice is sent or given to you. During that period if you choose to cancel the contract any money paid by you will be refunded.

However if you have already given written approval for the work to begin before the end of the cancellation period you may be required to pay for goods or services already provided.

If you wish to cancel the contract you must do so in writing and deliver personally or send (which may be by electronic mail or post) this to the person named below. You may use the form below if you want to but you do not have to.

The notice of cancellation is deemed to be served as soon as it is posted or in the case of an electronic communication from the day it is sent.

Complete, detach and return this form only if you wish to cancel the contract

## Customer Cancellation Notice

Name of customer: \_\_\_\_\_

Address of customer: \_\_\_\_\_

I/We hereby give notice that I/We wish to cancel my/our contract dated: \_\_\_\_\_

Customer signature: \_\_\_\_\_ Date: \_\_\_\_\_

### This notice should be sent to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Contract ref: \_\_\_\_\_

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## Work commencing prior to the expiry of the Cancellation Period

I/We agree that (Insert name): \_\_\_\_\_

may commence work on \_\_\_\_\_ (date), before my cancellation period has expired.

I understand that if I decide to cancel within fourteen working days, I may be asked to pay for any work that has been done prior to my cancellation.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_