**Notice of the Right to Cancel**

The trader should complete the top half of this form. If the customer wishes to exercise their right to cancel the contract, the lower portion should be completed, detached and returned to the trader. The customer should retain this section of the form.

Date of issue:

Contract invoice no:

Trader details:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Customer Cancellation Rights**

You have the right to cancel this contract, within fourteen calendar days, starting on the day this Notice of Right to Cancel is issued. This notice is deemed issued as soon as it is given, posted or in the case of email, from the day it is sent, to the customer. Cancellation must be communicated in writing or by email.

The bottom of this form may be used to exercise this right and may be delivered in person or sent by post – in which case you are advised to obtain a Certificate of Posting or Recorded Delivery slip. You are advised to retain a copy of the Cancellation Notice before returning it to the Trader.

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**Work commencing prior to the expiry of the cancellation period**

If the customer agrees that work may start before the cancellation period expires, they should sign below to confirm this agreement and that they understand that if they decide to cancel within fourteen days, reasonable payment may be due for costs incurred and/or work carried out prior to cancellation.

I/we agree that: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*Trader’s name)* may commence work on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Date),*  before my cancellation period has expired.

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

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**Cancellation notice**

If you wish to cancel the contract, you MUST DO SO IN WRITING and personally deliver and send this portion, (which may be by electronic mail), to the above named trader. You may use this form if you want to, but you do not have to.Complete, detach and return this portion of the form ONLY IF YOU WISH TO CANCEL THE CONTRACT.

I/we hereby give notice that I/we wish to cancel my/our contract:-

Customer name/contract invoice no:

Trader details:

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_