

Contract Of Hire – Surveying Equipment

Please complete all sections clearly and accurately. Any incorrect / false information given may result in additional charges being made and will be deemed as a breach of our Terms & Conditions.

COMPANY DETAILS:	
Company Name:	Contact Name:
Registered Address:	Delivery Address: <i>(if different from registered office address)</i>
Postcode:	Postcode:
Telephone:	Email:
Mobile:	Fax:
Number of Years Trading:	Co. Reg Number <i>(if applicable)</i> :
Type of Business <i>(please tick)</i> : 1. Public Limited Company [] 2. Partnership [] 3. Private Limited Company [] 4. Sole Trader []	

YOUR INSURANCE DETAILS:		
Your Current Insurer / Broker:	Policy Number:	Policy Expiry Date:
Does your current business insurance policy cover the hire of equipment should there be reason for you to make a claim (eg. to cover the loss, theft or damage to items hired from Geomatics Uk Ltd.) Yes [] No [] ## PLEASE SUPPLY A COPY OF YOUR CURRENT INSURANCE ## If 'NO' please contact us to discuss this with us as items may not be hired without adequate insurance cover .	Have there been any claims made by the company for previous items hired from other sources: Yes [] No [] If yes give brief details and outcome of any claims: _____ _____	
<u>Please note:</u> <i>It is a breach of our Terms & Conditions to give false information regarding your company insurance details. Any customer who gives incorrect information regarding their insurance to cover hire of our equipment may be liable to prosecution in the event of a claim for loss/damage or theft of hired item(s) being made.</i>		

Equipment Hired:*Please note: period of hire is charged at a daily rate (calculated as 24 hours) or weekly rate (calculated at 7 full days)*

Quantity:	Item Description (Including Serial Number):	Hire Date:	Off Hire Date:	Total Days Hire:	Daily or Weekly Rate:	Total Amount:
					£	£
					£	£
					£	£
					£	£
					£	£
					£	£
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					£	£

Delivery>Returns - Charges:

Delivery>Returns by courier will be charged at £25.00 each way on a next day delivery basis. Same day delivery available where possible for additional charge, please enquire for rates and availability.

Upon delivery of hired item(s) please check package thoroughly for any signs of damage made by the Courier. If you suspect the item has been damaged or tampered with whilst in transit please sign "DAMAGED" clearly instead of your name, when the courier asks you to sign for the item and inform Geomatics UK immediately.

Collections/returns of hired items in person may be permitted but must be agreed beforehand with Geomatics UK Ltd.

DEPOSIT OF 50% OF TOTAL ORDER VALUE MUST BE PAID PRIOR TO DISPATCH DATE

Sub Total:	£
Plus VAT @ 20%	£
Delivery / Return Courier Charges: (priced at £25 each way)	£
Grand Total:	£
Deposit (50% of total order value payable prior to dispatch)	£
Payment Method: 1. BACS / FASTPAY 2. PAYPAL**	Please tick: [] []

Payment Methods:

1. BACS / FASTPAY: Payments made to 'Geomatics Uk Ltd.'

LloydsTSB Bank - Sort Code 30-95-76 / Acc No. 00172605 - please use your company name / invoice number as reference.

2. PAYPAL: ** If paying by PayPal a payment request email /invoice will be sent to you direct to pay. This is a secure and safe method of payment and at no time do we see your personal account details. Please provide a valid email address for us to send the PayPal invoice to:- **Email address:** _____

PLEASE NOTE: PAYMENT TERMS STRICTLY 7 DAYS (from date of invoice)

Any other information / requirements:

By signing below you hereby agree to the our Terms & Conditions of Hire.		
Signed (on behalf of company):	Print Name:	Date:
<i>Please tick here [] to confirm you have read the Terms & Conditions of hire.</i>		

Under this agreement the goods do not become your property and you must not sell them. You should only sign if you wish to be bound by this agreement.

Office Use Only:	
Company Check: Yes [] No []	Item reported lost or stolen? Yes [] No []
Insurance Valid: Yes [] No []	If yes give details:
Returned On: _____	_____
Received On: _____	_____
Courier Used: _____	_____
Serial Numbers Checked? Yes [] No []	_____
Calibration Date Still Valid? Yes [] No []	_____
Returned Item Checked for damage?	_____
Yes [] No [] By: _____	_____
Any visible signs of damage? If so give details below:	_____
_____	_____
_____	_____
_____	_____
Item clean etc? Yes [] No []	Invoice Sent: Yes [] No [] Date: _____
	Payment Received: Yes [] No []
	Payment Method:
	1. BACS / FASTPAY 2. PAYPAL**