

HOW TO HIRE

1. CONDITIONS OF HIRE

- 1.1 A signed Credit Application must be completed and approved prior to a hire agreement.
- 1.2 Hire Conditions are stipulated on our Credit Application.
- 1.3 How to Hire to be signed, dated, and returned with our Credit Application.

2. EQUIPMENT

- 2.1 All relevant documents pertaining to equipment movement must be signed.
- 2.2 A signature of acceptance at the delivery or return address.
- 2.3 It is your responsibility to ensure that all equipment delivered/collected or returned, is checked (quantity and condition) by you.
- 2.4 Once equipment has been dispatched from our yard, or off-loaded from our vehicle, full responsibility for all equipment is transferred to you the customer.

3. DELIVERIES

- 3.1 No equipment will be off-loaded if you or representatives are not present.
- 3.2 Labour must be supplied by yourself for off-loading.
- 3.3 Accessible, adequate space must be provided at your premises/site.
- 3.4 Hire charges commence from date of delivery.

4. COLLECTIONS

- 4.1 Collection requests must be done via email or fax. In the unlikely event of a collection not been done, further written request must be made within 48 hours.
- 4.2 No equipment may be collected unless you or your representatives are present to check and sign for the equipment.
- 4.3 Once an order for collection is placed, a minimum of 3 working days must be allowed to be collected.
- 4.4 Equipment for collection must be stripped, neatly stacked in an accessible place and must be returned in the same condition, in which it was received, i.e. intact and clean.
- 4.5 Labour must be supplied by yourself for loading.
- 4.6 All equipment collected is subject to re-checking in our yard.
- 4.7 Customers who supply labour to load/off-load, will get preference in our yard.

YARD HOURS: Monday - Thursday 07h30-16h00
Friday 07h30-14h00

5. YOUR ORDER

Must either, mention our quotation number or the order must be signed by a responsible person in acceptance of the quotations.

6. SUNDRY CHARGES

- 6.1 **REPAIRS:** Any costs incurred in re-instating equipment to its original condition will be for your account.
- 6.2 **EQUIPMENT DAMAGED BEYOND REPAIR:** Equipment will be scrapped, and you will be debited for the replacement.

- 6.3 **CLEANING:** Hire equipment is supplied in good condition and it should be returned in the same manner. Cleaning charges will be applicable for equipment returned dirty i.e. contaminated with concrete, etc. In the unlikely event that equipment is delivered to site in an unsatisfactory condition, you are to notify our office immediately.

7. CARE AND SECURITY OF EQUIPMENT

- 7.1 Please ensure that your personnel do not drop or damage any equipment and that all equipment is kept clean, stacked properly, and kept away from loose soil when not in use. This will minimize potential loss or damage to the equipment.
- 7.2 Care should be given to SECURITY on your site to avoid pilferage. Equipment lost on site will affect a sale-by-loss invoice and replacement for NEW equipment will be debited to your account.

8. LOST AND/OR SHORT-RETURNED EQUIPMENT

If equipment is lost and/or short returned, then a sale by loss invoice will be raised and debited to your account. Hire charges will continue until an official order number or written confirmation informing us of the loss and/or short return has been received.

9. HIRE INVOICES

SA Scaffold Hire (PTY) Ltd shall submit to the Customer at the end of each month, an invoice setting out the hire charges payable for the hire of the Equipment in respect of that month, or part thereof.

10. RECEIVING OF EQUIPMENT

Should no written notification of errors be received within 7 days from the date of collection/delivery, the order received will be deemed correct and accepted in all respects.

11. TERMS OF PAYMENT

Our terms of payment are strictly 30 days from date of statement

PLEASE COMPLETE AND SIGN

COMPANY NAME

PRINT NAME

SIGNATURE

DATE