



**Terms and Conditions**

**Equipment**

The equipment on hire shall remain the absolute property of the Company

All equipment is checked prior to dispatch. It is the responsibility of the hirer to check upon receipt of the equipment that it is in good working order and in undamaged condition. The Company will not be responsible for any defects or deficiencies in the equipment unless notification has been made in writing upon receipt of the equipment.

Unless a specific purpose has been stated and advised on in writing, the Company does not warrant that the equipment is suitable for the particular or any purpose for which it is or may be required.

The Hirer shall not assign transfer or otherwise part with possession of the equipment during the period of hire without prior written consent of the Company.

The Hirer shall not permit the equipment to be used for any abnormal or hazardous assignments without the prior written consent of the Company

**Loss or Damage to Equipment**

The Hirer shall be responsible for the safe keeping of the equipment throughout the hire period and shall be liable to the Company for all loss of or damage to the equipment howsoever caused.

Where the total new replacement value of the equipment hired exceeds £5,000, the Hirer shall be required to produce proof of insurance with a reputable company covering the full replacement value (as new) of the equipment.

The Hirer shall be required to repackage the equipment as delivered for return to the Company and as per the enclosed packing instructions. The Hirer shall be liable to the Company for all loss of or damage to the equipment in transit resulting from failure to repackage as per these instructions.

The Hirer shall notify the Company of any loss or damage to any equipment on hire with 48 hours of such loss or damage being sustained.

The Hirer shall not carry out or attempt to carry out any repairs to damaged equipment without the prior written authority of the Company.

The Hirer shall pay to the Company all costs for repairs to damaged equipment. The Hirer shall pay to the Company the full cost of replacing any lost equipment, or any equipment which in the reasonable opinion of the Company is uneconomic to repair, with new equipment of the same or similar specification to that equipment which has been lost or damaged. The Hirer shall also without limitation be liable for any loss of rental income resulting from such loss or damage.

Where equipment is returned with missing components, the Hirer shall pay the equipment hire charge until either those components are returned to the Company premises or the cost of said components is paid in full by the Hirer. In such events, the Hirer shall also pay to the Company an administration charge of £20.

The Company recommends at all times that the Hirer uses tapes tested and supplied by the Company. In the event of any damage relating to use of tapes not supplied by the Company, the Hirer shall be liable for that damage to the equipment. The Company assumes no responsibility for damage to tape or film materials or liability of any kind resulting from the use of the equipment. All digital camera CCD chips are inspected and, where necessary, cleaned before dispatch of equipment. The Company assumes no responsibility for dust attracted to the chip after dispatch.

**Cancellation**

In respect of any order cancelled by the Hirer within 2 full working days of the date of dispatch of the order, the Hirer shall be liable to pay to the Company a cancellation charge equal to half the agreed hire charge. If the order is cancelled by the Hirer within 1 full working day of the dispatch date, the Hirer shall be liable to pay to the Company a cancellation charge equal and not exceeding the agreed hire charge. Where the Customer is a consumer, they shall have the right to cancel the order by written notice up to 7 working days after confirmation of that order. In such cases where said Customer has booked on-line, a full refund of the Internet Booking Fee will be made. By accepting delivery of the equipment ordered, defects or deficiencies notwithstanding, the customer agrees to pay the hire and courier charges for said equipment.

**Signature .....**

**Reservations**

Upon booking of equipment, either by phone or on-line, the Company shall take a £20 per unit non-refundable reservation fee. Where the Customer is a consumer, they shall have the right up to 7 workings days after that booking to a refund where written notice of cancellation has been received.

The Hirer shall verbally inform the Company of any written changes to their order. The Company shall not be held responsible for any unauthorised changes.

The Hirer will be required to confirm the order in writing. Proof of identification and these Terms and Conditions, signed by the Hirer, must be sent before any order will be dispatched. In the event of all paperwork not being available at the time of dispatch and the Company is unable to contact the Hirer, the reservation will be cancelled and the full cancellation charge will apply.

To ensure the equipment arrives on the chosen date of hire, where possible the Company shall dispatch all orders to arrive the day before the chosen date of hire. In the event of courier misrouting or error, the Company will endeavour to deliver the equipment before 9.30am on the chosen date of hire. Any times quoted for delivery by the Company are to be treated as an estimate, and the Hirer acknowledges that delivery may be postponed due to circumstances outside the direct control of the Company. In such event, the Company shall not be liable for any damages or penalty.

**Payment**

Payment of any monies payable to the Company in respect of any agreement between the Hirer and the Company shall be made to the Company before any equipment is dispatched.

**Deposit**

The Hirer will be required to leave a security deposit before any equipment will be dispatched by the Company. The Company will secure this deposit on the same credit/debit card used for payment unless advised otherwise. In the event of the funds not being available and the Company is unable to contact the Hirer, the reservation will be cancelled and the full cancellation charge will apply.

**Indemnity**

The Hirer shall at all times fully indemnify the Company, its employees, servants and agents against all actions, costs, claims, demands, proceedings or liabilities arising from or in conjunction with equipment, materials or any other services supplied to the Hirer by the Company.

I, as the Hirer, hereby agree to the above conditions for this and any future hire transactions

Full Name (please print) .....

Full Signature .....

Dated .....