



## TERMS AND CONDITIONS

### PAYMENTS

Payments of all orders are strictly on a COD basis or the presentation of an invoice, whichever occurs earlier.

50% of the full invoice amount is payable when booking. Deposits paid are non-refundable.

A extra refundable deposit may be charged on any invoice. Breakages will be deducted from the deposit.

Payment may be effected by cash, or EFT.

Outstanding amounts will be charged at 10% interest per month and client will be liable for all attorneys' collection costs.

### BOOKINGS

The hiring price is based on a 24 hour period, from time of collection or delivery. All weekend hired goods to be returned by 12pm the Monday.

### CHANGES AND CANCELLATIONS

Any booking's made on the clients behalf will be subjected to the suppliers terms and conditions

The deposit is forfeited if the order is cancelled or even postponed. Function Hire will try and assist for another day subject to availability. Non Refundable

Additions to an order are subject to stock availability.

### DELIVERIES

Delivery fees are worked out on a pro rata basis depending on the area of delivery and size of the order.

The delivery price includes delivery and collection.

The delivery price does not include setting up.

A delivery note is to be signed when the order is delivered.

Deliveries and Collections outside of shop hours will be charged accordingly. This would include afterhour staff etc.

### BREAKAGES, DAMAGES AND LOSSES

All broken, damaged, or missing items will be charged for at replacement cost.

These items are for the customer's additional expense and will be deducted from the deposit charged.

It is the client's responsibility to ensure goods are safe, secure and fully insured.

The client understands that he/she is responsible for the full replacement costs upon returning of goods as specified under "bookings"

### HANDLING OF EQUIPMENT

The hiring items are the responsibility of the customer from time of delivery until collection.

The client understands that he/she is responsible for the full replacement costs in the event of theft, breakages or damages of hired items.

### ON COLLECTION

All hired goods, except linen, are to be washed.

A washing fee will be charged for crockery, cutlery and glasses returned unwashed. Basic fee is R30 per crate/box

All tables to be folded and chairs to be stacked. Equipment to be kept dry

We reserve the right to count stock back at the shop if items are not packed together especially cutlery

The order still has to be checked for breakages, damages and missing items.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Residential Address

\_\_\_\_\_  
ID NUMBER

\_\_\_\_\_  
DATE