

Below is a summary of the key information involved in hiring loos and showers on a longer-term basis.

All contracts are also subject to the latest PSE Conditions of Hire (attached).

**WEEKLY HIRE RATE**

Your weekly hire rate is made up of your daily rate multiplied by 4.4 weeks to generate an 'average monthly hire charge' which will remain the same every month, allowing for standing order or direct debit payments to be set up.

**MINIMUM HIRE PERIOD**

One month is the minimum chargeable period, although units can be removed from site sooner if required.

**MAXIMUM WC CAPACITY**

Each WC can deal with max 7 people on site for 40 hour week. Adequate consumables are provided to accommodate this.

**DELIVERY**

Our hire desk closes at 3pm daily for job scheduling, so please provide as much advance notice as possible. Our driver will request a signature on site to confirm acceptance of the unit(s) on site.

If no-one is on site, our driver will leave unit in suitable place. The cheapest delivery option is on the service round. Specific delivery slots are also available at extra cost.

**SITE CONTACT**

We cannot deliver without a contact name & mobile number.

**MOVEMENT OF UNITS**

No units should be moved within a site or between sites without our written consent or assistance by our operator. Additional charges apply for units that have been moved or where more than one person is required to access/remove it.

**SERVICING**

For long-term hire contracts the unit hire price includes a free weekly service (during daylight hours) unless specified.

The weekly service is guaranteed as long as access is available and the unit needs to be within 6m of unobstructed vehicular access.

The service day may vary for operational reasons and specific servicing requirements may be available at extra cost.

**NON-SERVICING**

Pedestrian Access to Site Only (ie, blocked by vehicles):

Loos will be re-stocked with chemical, loo rolls and hand towels.

No Access to Site (ie, locked): No service will be completed in this week.

**OFF-HIRING & COLLECTION**

48 hours notice is required prior to off-hire. The final hire week will be charged in full, regardless of the day of off-hire. Hirer must ensure access is available for operative on site to avoid additional charges.

**FREE DAYS**

In line with our membership of the Portable Sanitation Association (PSE) we are unable to offer any customer free days during the hire period of any contract.

**BANK HOLIDAYS**

No servicing is undertaken on Bank Holidays or over Christmas. Service rounds will be completed (excl Christmas period) however service day will be affected. Bank Holidays are chargeable days for all customers.

**PAYMENT**

Direct Debits are the safest and quickest way to set up monthly payments but we also accept BACS payments and debit/credit card payments over the phone (excluding American Express and Diners Club). Any outstanding account balance at off-hire must be settled prior to collection.

**INVOICING**

All invoices will be emailed at the end of each month and can be viewed and paid by Direct Debit, BACS or debit/credit card. Payment terms are strictly 30 days from date of invoice. Invoices that become overdue will automatically be passed to our Debt Collection Service and interest will be chargeable until the overdue balance has been paid.

**NON-PAYMENT & SERVICE SUSPENSION**

Unfortunately, if we do not receive payment within our 30 day credit terms, the service to your unit(s) may be suspended until the overdue balance has been cleared.

**INSURANCE RESPONSIBILITIES**

It is the Hirer's responsibility to insure the replacement value of the unit whilst it is on site. This responsibility is from the delivery date through to the date the unit is collected.

**DAMAGE & THEFT**

Please call our office ASAP (& follow instructions for Emergency contacts outside working hours) to report any theft or damage.

**STANDARDISED PRICES**

£10 + VAT each way  
EPOA

transportation when on service round  
transport on a specific day/time; one-off  
service; 2nd attempt to deliver/collect