

Application for Credit Facilities



IMPORTANT INFORMATION

The following information forms the basis of our contract with you and should be read in conjunction with our Conditions of Hire and Sale which are available on our website www.hss.com/hire/terms-and-conditions

Payment Terms

Our standard credit account payment terms are net monthly with payment due by the end of the month following the date of invoice. We request that these terms are complied with and advise that should any portion of your account fall overdue for payment then the entire account will become due on demand.

Payments should be sent to our head office at: **Oakland House, 76 Talbot Road, Old Trafford, Manchester M16 0PQ.**

Invoice Queries

You should notify us of any queries concerning invoices in writing within 14 days of the invoice date. We will not grant an extension to credit account payment terms for unresolved invoice queries that have been notified after 14 days have elapsed from the invoice date.

Credit Limits

Where we have granted a credit account to you, we will set a reasonable credit limit. We reserve the right to terminate or suspend a contract if allowing it to continue would result in you exceeding your credit limit or you have already exceeded your credit limit.

Data Protection

By submitting this application for credit, I/we agree to HSS holding and using my/our data in accordance with the HSS privacy policy available to view at www.hss.com/hire/privacy-and-cookies-policy and acknowledge that I can manage my preferences at <https://sites.hss.com/Preferences/Customer> or by contacting my local branch.

CONFIDENTIAL

Please complete all sections in **BLOCK CAPITALS** when applying for Credit Facilities with HSS Hire Service Group Limited.

Please attach proof of your company bank account, either a blank cheque/paying in slip/a recent bank statement (please write VOID over cheque/paying in slip or cover transactions on bank statement) and return the completed form to:

**Credit Sanctions Department
HSS Hire Service Group Limited
Oakland House
76 Talbot Road Old Trafford
Manchester M16 0PQ
Tel: 0161 423 5465**

Alternatively, scan and email the completed copy along with your proof of company bank account to customercredit@hss.com or hand in at your local branch.



***Mandatory fields for completion**

Business Information

Type of Business (please tick)*: Limited Co. Partnership Sole Trader Other Please specify: _____

Trading Name*: _____ Name of Business*: _____

Trading Address*: _____

 _____ Postcode*: _____

Accounts Payable Contact*Mr/Mrs: _____ Position*: _____ Tel No*: _____

Email address for invoices*: _____ Please tick here if you would like your bill via Email*:

Email address for statements*: _____ Mobile No*: _____

VAT No*: _____ Date Trading Commenced*: _____

Nature of Business: _____

If Limited Company

Registered Name: _____ Registered No*: _____

Registered Office: _____

 _____ Postcode: _____

Name of parent Co. (if any): _____ Incorporation Date: _____

Account and Contact Details (for main hirer)

Address for marketing communications (if different from above): _____
 _____ Postcode: _____

Name: _____ Position: _____ Tel No*: _____

Email: _____ Mobile No: _____

Expected Monthly Spend (£): _____

Requested Credit Limit (£): _____

Legal Requirements

I/We acknowledge HSS Hire Service Group Limited Terms and Conditions of Hire and Sale, are available on www.hss.com/hire/terms-and-conditions and agree to abide by them as a condition of being granted credit. In particular, I/we agree to your terms of payment, i.e. net cash on or before the end of the month following the month of invoice and understand that failure to comply with this clause will result in the following action: suspension of account without prior notice and possible legal action. I/We agree to notify any invoice queries within fourteen days of invoice date and understand that no extension to credit terms will be granted for unresolved invoice queries notified after this period. I/We authorise HSS to carry out a credit agency search in support of my/our application.

*Authorised Signatory: _____ *Position: _____

*Print Name: _____ *Date: _____

Information required*

Proof of company bank account (this must be in the form of either a blank cheque/paying in slip/a recent bank statement (please write VOID over cheque/paying in slip or cover transactions on bank statement)).

Purchase Order Requirements

Do your tool and equipment hires require a purchase order number? (please tick)*: Yes No

If 'Yes' to the above, then please fill in the below: _____

Do your purchase orders follow a format? If so what is it? _____

Do your purchase orders have a prefix? If so what is it? _____

Should HSS always request a hard copy of the purchase order, or is verbal ordering ok? (please tick): Hard Copy Verbal