

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.

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 hss.com/hiri/privacy-and-cookies-policy.

CONFIDENTIAL

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

Please attach a sample of your letterhead together with proof of your company bank account 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

or scan and email the completed copy along with your sample letterhead to **customercredit@hss.com** or hand in at your local branch.

Business Information

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

Trading Name*: _____ Name of Business*: _____

Trading Address*: _____ Postcode*: _____

Contact*: _____ Position*: _____ Tel No*: _____

Email*: _____ Mobile No*: _____ Fax No*: _____

VAT No: _____ Date Trading Commenced*: _____

Nature of Business: _____

Company Employee Size (please tick): 1 - 2 ☐ 3 - 49 ☐ 50 - 499 ☐ 500+ ☐

If Limited Company

Registered Name: _____ Registered No*: _____

Registered Office: _____

_____ Postcode: _____

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

Principal Directors/Proprietors/Partners - full names and home addresses

Full Name: _____ Position: _____

Home Address: _____

_____ Postcode: _____

Full Name: _____ Position: _____

Home Address: _____

_____ Postcode: _____

Bank Information

Name of Bank: _____ Bank Address: _____ Postcode: _____

Account Number: _____ Sort Code: _____ / _____ / _____

Account and Contact Details (for main hirer)

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

_____ Postcode: _____

Name: _____ Position: _____ Tel No*: _____

Email: _____ Please tick here if you would like your bill via Email: ☐ Mobile No: _____

Fax No: _____ Expected Monthly Spend (£): _____

Requested Credit Limit (£): _____

Legal Requirements - Must be signed by a Director or Company Secretary

I/We acknowledge receipt of the HSS Hire Service Group Limited Terms and Conditions of Hire and Sale, as attached to this application, have read them 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.

I the director agree to guarantee personally the performance of all the company's financial obligations to HSS Hire Service Group Limited and its subsidiaries.

*Applicant's Signature: _____ *Position: _____

*Print Name: _____ Date: _____

Information required

A Company letter head / proof of company bank account (blank cheque / paying in slip).

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 ☐

Data Protection: The information you provide will be held in accordance with the Data Protection Act 1998 and will be used by HSS Hire Service Group Limited and its group companies. The Data Protection Controller for the purposes of the Act is HSS Hire Service Group Limited. We may want to contact you from time to time about other products and services, please tick here if you do not wish to wish to receive communications via email ☐ and mobile ☐. You can manage your preferences at <https://sites.hss.com/preferences/customer>

*Mandatory fields