



## COD HIRE PROCESS

### Paperwork



Your account manager will issue you COD forms to be completed in full before commencement of hire.

Accounts team will conduct the relevant credit checks and once approved, you will be notified by the accounts department

### Bond



A bond is taken for all COD hires.

This money is refunded to your card when the equipment is returned and inspected.

### Charges



For ongoing hires, a week in advance will be taken each week for the following weeks hire.

12.50% Damage Waiver & will be charged with each hire unless HIP COC is supplied.

4% Environmental Levy applies.

If insufficient funds on credit card, equipment will be collected from site.

### Contract



A Contract will be sent once payment has been deducted.

Invoices will be sent at the end of the month or end of hire, whichever comes first.