



COMMERCIAL EQUIPMENT LOAN CONFIRMATION FORM
(To be used when requesting loan or demonstration equipment)

Date:	Purchase Order no:
Requested Date: (Please allow 48 hours before delivery) ALL GOODS DELIVERED ON A STD NEXT DAY SERVICE	
Date of return:	
Name & Address:	
Contact Name & Telephone Number:	
Address of Delivery:	
(If different) Contact Name & Telephone Number:	
Details of Loan Unit(s):	
Purpose:	
<p>The above equipment is loaned to you on the understanding that it is returned in the condition it was received. Any damaged or missing items please contact us on 01743 440500 immediately. Loan units (exc. Demo/ Warranty) are charged at a rate of £75.00 per week. An 'open' purchase order number is required prior to shipment. Total cost of loan is calculated on the date of return and is charged in full week increments.</p>	
<p>The equipment is lent on the understanding that it be returned on the date stated above, all loan agreements (exc. Demo/Warranty) are subject to a non refundable charge of £25.00 to cover admin, outbound carriage and collections.</p>	
Authorised Signature:	
I hereby confirm that I am authorised by the above Company and accept the terms and conditions outlined herewith, including all hire, carriage & admin charges.	
<p>GOODS TO BE RETURNED TO THE ADDRESS STATED BELOW – UNLESS OTHERWISE INSTRUCTED</p> <p>RETURN ADDRESS: Pro-Vision Distribution Ltd Knights Way, Battlefield Enterprise Park, Shrewsbury, SY1 3AB</p>	
Head Office Use Only:	

*Please email completed form to sales@provision-cctv.com
Pro-Vision Distribution Ltd - Tel: 01743 440500*