



administer  
software

Mr Richard Leach  
Administer Software Limited  
PO Box 149  
Bordon  
Hampshire  
GU35 0YB

## Storage Quotation

Reference: G000002/Q4  
Date: June 28, 2005

Thank you for inviting us to quote for the storage of your goods.  
Our quotation is calculated by reference to the description of goods supplied by you.

Included in the storage:

**Garden hammock.**

**1 x 4 seater settee placed in suite cover and stored on rack in conventional storage.**

Excluded from the storage:

**Please note:**

**We cannot under any circumstances store pot plants.**

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Storage charge, per container, per week:	£	<b>10.00</b>
VAT @ 17.50%:	£	<b>1.75</b>
Total weekly charge, per container:	£	<b>11.75</b>

**550 cubic feet - Estimated number of containers: 3**

This quotation and its acceptance by you are subject to our Terms and Conditions which are enclosed. We would particularly draw your attention to clauses 8 to 10. For these reasons we are offering to arrange insurance cover on your goods additionally, to a maximum of £25,000 on your behalf.

Standard insurance is available @ £1.26\* per container, per week, up to a maximum cover of £25,000.

Additional insurance is available @ £1.01\* per week, per £1,000 of cover required, over and above the £25,000 of Standard insurance cover.

Our Terms and Conditions specifically exclude liability for loss or damage caused by fire in our warehouse. However, if you wish, arrangements can be made with the insurers to cover this risk on an indemnity basis. Fire insurance is available @ 51p\* per week, per £1,000 of cover required.

**\* Inclusive of Insurance Premium Tax and Mediation.**

Insurance is a separate contract between you and the insurers, and the conditions are separate from our Terms and Conditions. If you wish us to carry out any service which is specifically excluded by these conditions, you must have our written agreement before signing the Storage Acceptance form.

Should you require access to your goods whilst they are in our custody and control, our charge is £25.00 per container.

If you would like to reserve storage space in our warehouse, complete the Storage Acceptance form, sign where indicated and return to us.

**Signed on behalf of Get A Move On**

*This quotation is valid for the next 28 days.*

*Details of the insurance cover offered are enclosed.*

*Authorised and regulated by the Financial Services Authority.*



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## Storage Acceptance

Reference: **G000002/Q4**  
Date: **June 28, 2005**

I accept your quotation and agree to the conditions referred to.

I acknowledge having received your full Terms and Conditions and I declare that I have full authority to enter into this contract. I also acknowledge that my contract for insurance is with the insurer and not the removal company.

Included in the storage:

**Garden hammock.**

**1 x 4 seater settee placed in suite cover and stored on rack in conventional storage.**

Excluded from the storage:

**Please note:**

**We cannot under any circumstances store pot plants.**

Storage charge, per container, per week:	£	<b>10.00</b>
VAT @ 17.50%:	£	<b>1.75</b>
Total weekly charge, per container:	£	<b>11.75</b>

**550 cubic feet - Estimated number of containers: 3**

I declare that the full value of the goods to be stored is £ \_\_ / \_\_ / \_\_

- ☐ Standard insurance @ £1.26\* per container, per week, is NOT required.
- ☐ Additional insurance @ £1.01\* per week, per £1,000 of cover is NOT required.
- ☐ Fire insurance @ 51p\* per week, per £1,000 of cover is NOT required.

**\*Inclusive of Insurance Premium Tax and Mediation.**

I would like to pay my charges by credit/debit card and authorise payment be taken using the details below:

Card no.: \_\_\_\_ Valid from: \_\_ / \_\_ Expires end: \_\_ / \_\_ CVV: \_\_\_\_

Issue no.: \_\_ (debit cards only, where applicable)

Card holder: \_\_\_\_\_

**A 2% (3.5% for Amex) card handling fee will be applied to all credit card transactions. No charge for debit cards.**

The packing should begin on: \_\_ / \_\_ / \_\_

The removal should begin on: \_\_ / \_\_ / \_\_

Vacation is required on: \_\_ / \_\_ / \_\_ by \_\_ : \_\_

Keys will be available on: \_\_ / \_\_ / \_\_ by \_\_ : \_\_

My address details whilst the goods remain in storage are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Name in capitals:** \_\_\_\_\_

**Date:** \_\_ / \_\_ / \_\_

**I understand that the full value of the goods must be provided for the contract to be accepted.**