



Standen Site Engineering and Surveying Ltd Terms and Conditions 2022

1. Quotations

- 1.1. Quotations will be submitted upon request and shall be valid to a maximum of 30 days from receiving.
- 1.2. Any quotation will be submitted off the information in which has been provided by the client.
- 1.3. Any additional costs from the quotation due to invalid or insufficient information will be the sole responsibility of the client.

2. Booking

- 2.1. Any requirement for an Engineer shall be booked at a minimum of 7 Days in advance from the date needed to attend site.
 - 2.1.1. This shall be followed by any .DWG drawings associated for the setting out requirements.
 - 2.1.2. Followed also by the requirements of the setting out task to ensure all hand tools and misc items can be assembled.
- 2.2. Any booking within 14 days of the required attendance date will be required to be charged at a 1 Full shift. (Subject to further documented conversations and separate agreements)
- 2.3. Agreed quotations for full schemes or individual projects take priority over clause 2.2.
- 2.4. Any differences from information provided at the inception of the quotation must be raised prior to any booking.
 - 2.4.1. Any cost arising from inaccurate information provided to assist the quotation shall be at the full responsibility of the client.
 - 2.4.2. In the situation a site visit is booked in and attended with the information provided for the accepted quote incorrect then the visit may be terminated at the full cost for 1 day rate to the client.
- 2.5. In the case a booking is required to be cancelled then 24 hours' notice is required from the start time onsite.
- 2.6. If a booking is cancelled within 24 hours of attendance Standen Site Engineering and

Surveying Ltd reserve the right to charge a cancellation fee of 35% of the total Quoted amount

3. Payment Terms

- 3.1. Payments shall be paid within 14 days of the receipt of any invoice.
- 3.2. Any discrepancies found with the invoice shall be raised within 2 days of the receipt of any invoice.
- 3.3. Invoices must be paid in full within the 14 day payment period.
 - 3.3.1. 3.3 will be overwritten if any formal documented agreement has occurred to spread the payments over a payment plan.
- 3.4. Failure to settle any invoices within the 14 day payment period will incur a mandatory late payment fee.
 - 3.4.1. Late payment fee to be on a individual case and will be specified on any given quote.
- 3.5. Payment terms that have specifically been altered on an individual quote basis will take precedence over clause 3.1.

4. Termination of the contract.

- 4.1. The Company may terminate these Terms immediately in respect of a Client if:
 - 4.1.1. The Client does not pay any sums due to the Company under these Terms on the due date.
 - 4.1.2. The Client is unable to pay its debts as they fall due or becomes the subject of any formal insolvency procedure (for example, receivership, liquidation, administration, voluntary arrangements, or bankruptcy)