

TO BE COMPLETED BY CUSTOMER

Organisation / Customer Name:		Legal Entity:
Buyer Contact:	Purchase Email:	Purchase Telephone:
Accounts Contact:	Accounts Email:	Accounts Telephone:

To help reduce unnecessary printing can we send invoices, statements and other relevant correspondence to you by email? YES NO

A condition of a hire account is that payment is collected monthly by Direct Debit, please click the link and press allow if prompted, to fill out the Direct debit mandate. <https://pay.gocardless.com/AL0006W9ZC28P1>
If you wish to discuss payments further please contact your hire representative.

Form Completed

YES NO

'Invoice Name (if different from above)	Company / Charity Registration Number?
Invoice Address:	Years Trading:
Credit Limit Requested:	Initial Quotation Value:

Name & Address of Trade Reference 1	Name & Address of Trade Reference 2
Contact Name:	Contact Name:
Contact Position:	Contact Position:
Contact Number:	Contact Number:
Contact Email:	Contact Email:
Date Account Opened:	Date Account Opened:
Current Credit Limit: £	Current Credit Limit: £

We will confirm acceptance of account via email, first hire order is placed against a pro-forma invoice where we charge delivery, 4 weeks hire and collection upfront. We will then invoice 1st working day of the month for the previous month hire, taking a direct debit payment at the end of the month.

We confirm that the information above is in all respects complete and accurate, that we are authorised to apply for credit with Portable Space Ltd and authorised to place orders on behalf of the customer named. We agree to abide by the Portable Space Limited terms and conditions of supply. (A copy of the Portable Space terms and conditions are available on request and can be found at www.portablespace.co.uk/terms)

Approved by:	Position:	Date:
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FOR OFFICE USE ONLY:

Credit Rating / Limit:	Trade Reference 1
Copy of Insurance Documents?	
PSL Recommended Credit Limit:	Trade Reference 2
Customer type? Sale / Hire / Conversion / Modular	
Account Opened?	Account Name
Approved by:	Account Opened by?
	Date: