

**1. BUSINESS DETAILS**

Full legal entity name \*

Trading name (if different)

Legal status \* - select one

- ☐ Ltd ☐ PLC ☐ LLP ☐ Partnership
- ☐ Sole trader ☐ Charity / not-for-profit ☐ Public sector ☐ Other
- Other - please specify

Company registration number

Years established \*

Registered office address \*

Trading address \*

Postcode \*

Postcode \*

VAT registration number

Nature of business \*

Parent / ultimate parent company

Website

**2. PRINCIPAL CONTACTS**

Person authorised to hire - name \*

Position \*

Direct telephone / mobile \*

Email address \*

Accounts payable contact \*

Accounts email address \*

Accounts telephone \*

## 3. CREDIT REQUIREMENT AND INVOICING

Requested credit limit (£) \*

Estimated monthly spend (£) \*

Purchase order required? (Yes / No) \*

Preferred invoice method \* - select one

☐ Portal ☐ Email ☐ Post

Invoice email address \*

Statement email address

Customer portal administrator email

Special invoice requirements / portal name

Customer Portal: secure online access to view and download invoices and credit notes.

## 4. TRADE REFERENCES

Reference 1 - company name \*

Reference 2 - company name \*

Branch / trading address and postcode \*

Branch / trading address and postcode \*

Contact name \*

Contact name \*

Direct telephone \*

Direct telephone \*

Email address \*

Email address \*

## 5. HIRED-IN PLANT INSURANCE

Insurer

Broker

Policy number

Expiry date

Hired-in plant indemnity limit (£)

Policy excess (£)

Attach the current policy schedule or certificate. If adequate cover is not held, the customer remains liable under the applicable hire contract.

## 6. SUPPORTING DOCUMENTS

- ☐ Current hired-in plant insurance schedule attached
- ☐ Letterhead / proof of business address attached
- ☐ Non-limited business: identity and address evidence attached
- ☐ Other supporting credit information attached

## 7. ACCOUNT AND CREDIT CHECKS

The applicant authorises Total Hire & Sales Limited to verify the information supplied, contact trade references, conduct credit and fraud-prevention checks, and obtain information from credit reference agencies and relevant public registers for account assessment and management.

Personal information will be handled in accordance with the UK GDPR, the Data Protection Act 2018 and the Total Hire & Sales privacy notice. Information may be shared where necessary with credit reference agencies, insurers, professional advisers, debt-recovery providers and fraud-prevention services. The privacy notice should explain purposes, lawful bases, retention periods and individual rights.

- ☐ I would like to receive Total Hire & Sales marketing emails. I understand that I can unsubscribe at any time.

This marketing choice is optional and does not affect the credit application.

## 8. CUSTOMER DECLARATION

I confirm that the information supplied in this application is true, complete and accurate; that I am a director, partner, proprietor or other duly authorised senior officer of the applicant and have authority to enter into this agreement on its behalf; and that I will notify Total Hire & Sales Limited promptly of any material change. I confirm receipt of, and agreement to, the attached Conditions for Hire and Sale and the payment terms of 30 days from the end of the month of invoice, unless otherwise agreed by Total Hire & Sales Limited in writing. I understand that opening an account and setting a credit limit remain at Total Hire & Sales Limited's discretion.

**Applicant legal name \***

**Director / partner / proprietor / authorised senior officer \***

**Position \***

**Signature \***

**Date \***

## FOR TOTAL HIRE & SALES USE ONLY

Credit check result / score

Approved credit limit (£)

Approved / declined by

Approval and review date

## MODEL CONDITIONS FOR THE HIRE AND SALE OF GOODS TO CONSUMERS AND BUSINESSES