

## Rules and procedures for any equipment or plant being delivered to ExCeL London

- All vehicles must report to the Traffic Office.
- All equipment must be registered and documented.
- A hire company name, phone number must be given.
- A contact, company name and phone number of hirer must be given.
- All equipment has 1 additional day to be collected from off-hire date.
- There will be a charge of £100.00 per day per piece of equipment that runs over the time specified.
- Any equipment will not be left on site if these terms are not agreed.
- Any equipment or plant arriving before event day without permission will be charged £30.00 per piece of equipment per day.

Equipment dropped: \_\_\_\_\_

Equipment serial no: \_\_\_\_\_

Date of delivery: \_\_\_\_\_

Date of collection: \_\_\_\_\_

### Driver's agreement to abide by rules and procedures above:

Drivers name: \_\_\_\_\_

Drivers signature: \_\_\_\_\_

Company name: \_\_\_\_\_