



Wiltshire Scrapstore



Badge Making Machine Booking Form

Name

Organisation

Membership No Contact Telephone No

- The cost of hiring a badge making machine is £10.00 per week / 7 day period.
- Badge making components can be purchased at the rate of £7.00 for a bag of 50 or £7.00 for a bag of 50 'pinless' components for young children.
- A deposit of £20.00 is required to secure the booking and to cover the cost of damages/late return etc. **This must be cash or a cheque.** This deposit will be returned once the machine has been checked to our satisfaction.
- Items must be returned by 4.30pm on the return date indicated below unless a prior agreement has been made.

Please list the dates that you require a machine:

Date Required	Return Date
.....
.....
.....
.....
.....
.....
.....

Office Use only (please tick)					
Payment received	Deposit received	Copy to Hirer	Returned on time	Returned in good condition	Deposit returned
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Number of badge making components required: (in multiples of 50)

I confirm that the above details are correct and certify that I have read, understand and agree to accept the conditions of hire as detailed overleaf.

Signed **Date**

Wiltshire Scrapstore

Conditions of Hire

The hirer is responsible for the return of the equipment and any accessories to Wiltshire Scrapstore & Resource Centre.

Items must be collected and returned during an open session unless special arrangements have been made with the Centre's staff.

- 1 Any loss of revenue due to a delay in returning the equipment and any accessories will be charged to the hirer. The hirer will be responsible for any damage, however caused, during the hire period. Any repairs necessary will be undertaken by Wiltshire Scrapstore & Resource Centre and then charged to the hirer.
- 2 The hirer will undertake to return any equipment in a dry & clean condition. Any equipment returned in poor condition will incur an additional cost for cleaning and drying.
- 3 The hirer will indemnify Wiltshire Scrapstore & Resource Centre against any claim arising out of the hire of equipment excepting any claim for personal injury arising out of the negligence of Wiltshire Scrapstore & Resource Centre.

The hirer shall obtain insurance to provide indemnity of not less than £1,000,000 (or for such other amount Wiltshire Scrapstore & Resource Centre may approve in writing, prior to the equipment being collected by the hirer) to cover any such claims which may be made, proof of such insurance may be required prior to the commencement of hire.

- 4 Bring payment for the cost of hire with you when you collect the equipment plus another £20.00 deposit for the item, which will be refunded when the equipment is returned in good order and on time.

Cheques should be made payable to "Wiltshire Scrapstore & Resource Centre".

WILTSHIRE SCRAPSTORE & RESOURCE CENTRE Ltd
Unit 5, Griffin Farm, Bowden Hill, Lacock, SN15 2PP