

Terms and conditions of electing *Total Repair Services ltd.* (registered 2011) to carry out work-

A verbal or written agreement must be made to engage *Total Repair Services ltd* to begin chargeable work for a client, and upon this agreement the client will be bound to and adhere to the conditions outlined below-

- Work will be carried out and once completed OR after stages of the work are completed (if job may roll over for more than 1 calendar month) the client will be invoiced, by post,email or on site.
- Invoices are to be settled by the 20th of the month following the date on the top left of the *Total Repair Services ltd.* invoice.
- Any outstanding amounts still owing after the 20th of the month following the date of invoice will be charged at the owed amount plus 1.5% of this amount, added monthly, and following months' interest rate will be applied to the previous amount including interest charged on that previous amount (compounding interest)
- If an outstanding payment has not been made after considerable time, (over 90 days) *Total Repair Services Ltd* Have the right to approach and engage a Debt Collection Agency to recover outstanding amounts from a client, or begin any type of lawful payment dispute system to recover-

1) the amount originally owed for work carried out

2) interest accumulated after accounts not being paid on the due date, as stated above

3) the fees charged to *Total Repair Services ltd* from a third party collection agency or Dispute Organisation

- Any dispute to work carried, charges or conduct of *Total Repair Services ltd* must be brought to the attention of Brendon Vanstone of *Total Repair Services ltd* BEFORE the due date of invoice payment. Due date may then, at our discretion, be shifted to allow for dispute to be resolved before payment is required to be settled.
- All parts,property and services purchased that are required to carry out the clients requested job, remain the property or *Total Repair Services ltd* until payment has been made in full.
- Items for repair/service/replacement that belong to a client but are in the possession of *Total Repair Services ltd* are at the risk of the owner and loss / theft / unforeseen damage while in the possession of *Total Repair Services ltd* will not make *Total Repair Services ltd* accountable for cost of recovery, repair or replacement.