

Rental Agreement Proposal (Reprographics only)

Equipment Details

Quantity	Make	Model and Accessories	New/ Used/ Refurbished/ Other

Cost of equipment	£	excluding VAT
Less any deductions	£	excluding VAT
Plus any settlement or upgrade	£	excluding VAT
Total cost for rental calculation	£	excluding VAT
Cost per £1,000	£	excluding VAT
Initial Payment	£	excluding VAT
Periodic Rental	£	excluding VAT
Frequency of Rental	Monthly/Quarterly	
Fixed Period/Minimum Period		Months
Number of Rental Payments		
Total of Rentals (over Fixed Period/Minimum Period)	£	excluding VAT
Maintenance Charge	£	excluding VAT

Full details of maintenance charges are shown on the Service Proposal sheet and/ or in the Service Contract the customer has signed with the supplier.

Supplier Details

Company Name _____

Address _____

Tel Number _____ Salesperson _____

We undertake to make payment of any settlement shown at above to the owners of the equipment as detailed below.

Company Name	Agreement Number	Settlement Amount excluding VAT

Signed _____ Print Name _____

Date _____

Customer Details

Company Name _____

Address _____

Tel Number _____ Fax Number _____

I confirm my understanding and agreement with the above Proposal Details (signatory should be as per the Rental Agreement).

Signed _____ Print Name _____

Position _____ Date _____