

COSTELLO

PLANT HIRE

JG Costello Limited

Company No. 16542058

VAT No. 518 9969 24

0203 051 8437

info@costello ltd.com

ACCOUNT APPLICATION FORM

Approved accounts receive tailored account-holder rates based on hiring requirements, anticipated spend and account activity. Credit facilities may also be offered, subject to approval. Any approved rates, credit limit and payment terms will be confirmed separately in writing. Credit terms will not exceed 30 days from the invoice date.

1. APPLICANT AND BUSINESS DETAILS

Full legal business / applicant name	Trading name (if different)
Trading address	Registered office address (if different)
Company registration number	VAT registration number
Nature of business	Date established
Website	Main telephone number
Main email address	Estimated monthly spend with Costello Plant Hire (£)

Business type: ☐ Limited company ☐ Sole trader ☐ Partnership ☐ Individual / business user ☐ Other

2. CONTACT DETAILS

☐ All contacts below are the same as the main contact

Main contact	
Full name	Position / role
Telephone / mobile	Email address
Accounts payable contact ☐ Same as main contact	
Full name	Position / role
Telephone / mobile	Email address
Usual site contact ☐ Same as main contact	
Full name	Position / role
Telephone / mobile	Email address

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3. PERSON(S) AUTHORISED TO ORDER PLANT

Please list the people authorised to place orders on this account. Notify Costello Plant Hire promptly of any changes.

Name	Position	Telephone	Email

4. INVOICING AND PURCHASE ORDERS

Do you normally issue purchase order numbers? ☐ Yes ☐ No	Must a purchase order number appear on invoices? ☐ Yes ☐ No
Preferred invoice delivery: ☐ Email ☐ Post	Invoice email address _____
Invoice address (if different) _____	Statement email address (if different) _____
Requested monthly credit limit (£) _____	Credit requested? ☐ Yes ☐ No ☐ Unsure

5. INSURANCE DETAILS

A current hired-in plant insurance certificate must be supplied where this cover is held. Public liability evidence should also be supplied where applicable. Applicants without hired-in plant cover may still be considered, but self-drive hire may be subject to additional insurance, deposit or payment requirements.

Do you hold hired-in plant insurance? ☐ Yes ☐ No	Contractors' All Risks cover? ☐ Yes ☐ No ☐ Not applicable
Insurance company _____	Insurance broker (if applicable) _____
Broker contact name _____	Broker telephone number _____
Broker email address _____	Policy number _____
Policy expiry date _____	Maximum cover for any one item (£) _____
Total hired-in plant limit (£) _____	Policy excess (£) _____
Public liability limit (£) _____	Employers' liability limit (£ / N/A) _____

☐ Hired-in plant insurance certificate attached ☐ Public liability certificate attached ☐ Relevant policy schedule attached

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6. TRADE REFERENCES

Please provide two business references from companies operating within or supplying the construction, landscaping, groundworks, plant-hire or related trades. Personal references will not be accepted.

REFERENCE 1	REFERENCE 2
Business name _____	Business name _____
Address _____ _____	Address _____ _____
Contact name _____	Contact name _____
Telephone number _____	Telephone number _____
Email address _____	Email address _____

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7. BANK DETAILS

Bank name	Account name
Account number	Sort code

8. ACCOUNT CONDITIONS

1. Account-holder rates, credit limits and payment terms are subject to approval and will be confirmed separately in writing. Credit terms will not exceed 30 days from the invoice date.
2. The applicant must not exceed any approved credit limit without prior written agreement. Amounts exceeding the approved limit may become payable immediately.
3. Credit facilities may be suspended where invoices are overdue or the account exceeds its approved credit limit.
4. Invoice queries must be raised within 10 days of the invoice date.
5. Account-holder rates may be reviewed or amended according to hiring volume, account conduct, market conditions and other relevant factors.
6. JG Costello Limited may review, reduce, suspend or withdraw account-holder rates or credit facilities at its discretion. Withdrawal does not remove the obligation to pay outstanding sums.
7. Interest and reasonable debt-recovery costs may be charged where permitted by the applicable terms and law.
8. All hires remain subject to the applicable Costello Plant Hire self-drive or operated-hire terms and conditions.
9. The hirer is responsible for punctures, tyre damage and all loss or damage for which the hirer is liable under the applicable hire terms.
10. The hirer must maintain appropriate insurance throughout each hire and must notify Costello Plant Hire of any material change, cancellation or expiry.

9. CREDIT AND VERIFICATION NOTICE

As part of assessing this application, JG Costello Limited may make enquiries with credit reference agencies, Companies House, trade references, insurers, insurance brokers and other relevant third parties. These enquiries may be recorded. Information regarding the operation of the account may also be disclosed where reasonably necessary for credit assessment, fraud prevention, tracing or debt recovery. Approval may be conditional upon a separate personal guarantee. Where required, the applicant will be informed and a separate guarantee document must be completed.

10. DECLARATION

I confirm that I am authorised to submit and sign this application on behalf of the applicant. I confirm that the information provided is complete and accurate to the best of my knowledge. I authorise JG Costello Limited to contact the trade references, insurer and insurance broker named in this application and to carry out reasonable checks for the purposes described above. I understand that submitting this form does not guarantee approval, any particular account-holder rate, a credit facility, a credit limit or payment terms. I agree that, if the account is approved, all hires will be subject to the applicable Costello Plant Hire terms and conditions and any separate account approval terms confirmed in writing.

☐ I confirm that I have read and agree to the applicable Costello Plant Hire terms and conditions available in the footer of costelloplanthire.co.uk.

☐ I consent to Costello Plant Hire contacting the references, insurer and broker listed in this application to verify the information provided.

Signature (handwritten or electronic)	Printed name
Position / authority to sign	Date

Return completed applications and supporting documents to: info@costello ltd.com

Account enquiries: William Blunt | 07714 670894 | william@costello ltd.com

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OFFICE USE ONLY

Application received date _____	Application complete: ☐ Yes ☐ No _____
Applicant details / Companies House checked by _____	Date checked _____
Insurance checked by _____	Insurance expiry date _____
Trade references checked by _____	Credit check completed: ☐ Yes ☐ No _____
Decision: ☐ Approved ☐ Declined ☐ Referred _____	Account number _____
Approved credit limit (£) _____	Approved payment terms (maximum 30 days from invoice) _____
Account-holder rate category / pricing notes _____	Deposit / additional insurance requirements _____
Personal guarantee required: ☐ Yes ☐ No _____	Account review date _____
Approved by _____	Approval date _____

INTERNAL NOTES

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