



[to]

Date: [date]

Dear [first name],

QUOTATION
SUPPLY OF TRANSPORT SERVICES

Quote Reference:[number]

Collection Point	
Delivery Point	
Vehicle Type	
Based on a Quantity of	
Product	
Averaged Over a Period of ('Transit Period')	
Quoted Price valid until [date]	
Base Job Price	
Fuel Element	
Today's Fuel Price	
Base Fuel Price	

This Quotation is subject to the terms and conditions set out overleaf and the availability of the suitable equipment. All rates apply to spot hire deliveries and are based on a single load or contained in one parcel, package or container unless otherwise specified.

For and on behalf of
Hargreaves Logistics

T&C	All goods are accepted for carriage upon the conditions set out below and any standard Terms and Conditions contained on our website (the 'Standard Terms') and RHA Conditions of Carriage 2009 (the 'RHA Conditions'). If there is any conflict between the Standard Terms and/or the RHA Conditions, the conditions set out below shall prevail.
Price	You shall pay the Base Price (unless not stated above, in which case you shall pay the Quoted Price) in each case as adjusted by the fuel adjustment mechanism set out below. The Base Price and the Quoted Price are each quoted exclusive of VAT. We reserve the right to adjust the Base Price and/or the Quoted Price stated above should the tonnage change from the original quoted.
Demurrage	<p><u>Articulated Vehicles:</u> Price reflects an allowance of sixty minutes for loading and sixty minutes for tipping. Waiting time in excess of this allowance will be subject to a charge £40.00 per hour or part thereof (We reserve the right to recover any reasonable costs incurred in the event of a diverted load or an abortive journey)</p> <p><u>Rigid Vehicles:</u> Price reflects an allowance of thirty minutes for loading and thirty minutes for tipping. Waiting time in excess of this allowance will be subject to a charge £40.00 per hour or part thereof (We reserve the right to recover any reasonable costs incurred in the event of a diverted load or an abortive journey)</p>
Validity	Any Quotation given shall not constitute an offer and, without prejudice to these conditions, shall only be valid for thirty [30] working days from date of issue.
Capacity	<p>Articulated Vehicles: 28t capped load (minimum chargeable weight) unless otherwise specified.</p> <p>Rigid Vehicles: 20t capped load (minimum chargeable weight) unless otherwise specified.</p>
Transit	Unless agreed to the contrary, transit of the goods shall commence when we take possession of the goods at the Collection Point and shall end when the goods have been delivered during the Transit Period (as extended from time to time in accordance with the Late Delivery clause below) to the Delivery Point, as specified in this Quotation.
Cancellation	<p>In circumstances where we receive a signed acceptance of this Quotation and are unable to collect the goods from the Collection Point on the scheduled date for collection or otherwise provide the transit arrangements contemplated in this Quotation then:-</p> <p>(a) if the delayed collection is caused by events, circumstances or causes beyond our reasonable control, we shall be entitled to notify you in writing (including by email) or by telephone to that effect at any time;</p> <p>(b) if the delayed collection is caused by events, circumstances or causes within our reasonable control, we shall be entitled to notify you in writing (including by email) or by telephone to that effect within three [3] clear days prior to the scheduled date for commencement of the Transit Period,</p> <p>and in either case, unless an amended date for the collection of the goods can be agreed between the parties, this Quotation shall terminate with immediate effect from us giving you such notice and we shall not be liable for any losses (including and consequential losses or associated charges) howsoever arising from any delay in performing or failure to perform any obligations under this Quotation.</p>
Late Delivery	In circumstances where we take possession of the goods at the Collection Point and are unable for whatever reason to deliver the goods to the Delivery Point within the Transit Period or within a reasonable period thereafter then provided that we notify you by telephone to that effect within 24 hours of such difficulty arising we shall discuss in good faith and do whatever is reasonable (including extending the Transit Period) to effect delivery of the goods and we shall not be liable (including any consequential losses or associated charges) for such late delivery.
Fuel	<p>A fuel adjustment will be applied to all consignments unless otherwise agreed in writing.</p> <p>The Base Price shall be increased or decreased by the Percentage Surcharge calculated by reference to the following fuel adjustment mechanism (based on the principle and example):-</p> <p>Principle: Each increase or decrease of £0.01 per litre in the cost of fuel as calculated by reference to the actual average purchase price paid by Hargreaves' fuel supplier, calculated on a monthly or quarterly basis (the 'Average Fuel Price'), will trigger an increase of 0.35% in the Base Price (the 'Percentage Surcharge').</p> <p>Example (by way of example only):-</p> <p>If:-</p> <p>the Average Purchase Price is £1.20 per litre;</p> <p>the Base Price for fuel is set at £1.15 per litre; and</p> <p>the variance (the 'Variance') in the Base Price is therefore +£0.05 per litre,</p> <p>Then:-</p> <p>the Average Fuel Price (£1.20) less Base Price (£1.15) = Variance (£0.05) ÷ Base Price (£1.15) x 35% = Percentage Surcharge (1.52%)</p>
Payment	Payment terms are 30 days from month of invoice unless otherwise agreed in writing by both parties prior to us taking possession of the goods at the Collection Point.
Invoices	As part of our commitment to supporting a sustainable environment all invoices for work carried out will be sent electronically. Invoices will be raised at base rate for each consignment, and a separate monthly invoice will be raised for the fuel element retrospectively based on average monthly Harvest Energy Fuel Price, a copy of which is available on request.
Variation	We reserve the right to choose either to terminate or re-negotiate the terms of this Quotation with you if we consider that legislative changes, compulsorily applied, including revisions to working time guidelines, render the terms under this Quotation incompatible with such changes, commercially unacceptable, or illegal.
Acceptance	Signed acceptance of this Quotation must be received by us before transport services may commence. Receipt of a written order for the work will imply acceptance.
Law	This Quotation is governed by English law and the English courts shall have exclusive jurisdiction to settle any dispute arising out of this Quotation.