

## Conditions of Contract

The attached quotation is supplied subject to the following conditions:

1. The quotation shall remain valid for a period of 30 days from the date of this letter
2. All prices quoted allow for work to be carried out during normal working hours unless otherwise indicated.
3. Our normal terms of trade are:
  - a. 30% deposit on placement of order.
  - b. The balance is payable in full within 7 days of invoice upon completion.  
Unless otherwise discussed and agreed in writing.
  - c. Late payment will be subject to interest at a rate equivalent to the current Reserve Bank rate plus 5% compounding. Amounts still outstanding after 30 days will attract an additional administration fee of \$70.00 per month.
4. Any variations required by either party will be agreed in writing prior to commencement of work on the variation.
5. Should the subject property/tenancy not have power or suitable access to power for the use of Phoenix Commercial Projects and its subcontractors then the principal agrees to provide a suitable source of power at the principal's expense.
6. Painting quoted allows for painting of partitions only (unless specified) with the use of trade paints only. The addition of feature walls or choice of paints requiring deep tint bases will attract an additional charge of \$300.00 to cover the cost of additional materials and labour.
7. The quotation total covers only the items described, should liaison or co-ordination be required with independent contractors or suppliers appointed by the principal then Phoenix Commercial Projects reserves the right to charge an additional Project Management fee of \$140.00 (plus GST) per hour or part thereof.
8. The quotation is not inclusive of the uplifting or relocation of furniture of any kind, our quotation is dependant upon a clear safe work area. Relocation of furniture will be an additional charge unless expressly quoted at the rate of \$70.00 per man hour, plus the cost of transport to storage as supplied by the principal should this be required.
9. Phoenix Commercial Projects supplies site bins for its own use and the use of its subcontractors. Should these bins be used by a third party, including the principal without the express permission of Phoenix Commercial Projects or its representative, then PCP reserves the right, at its discretion, to charge for the hire of an additional bin or bins to those already quoted.
10. These terms prevail over any other document relating to the works if inconsistent with it.
11. All materials remain the property of Phoenix Commercial Projects, or its suppliers and subcontractors, until payment has been received in full.