



## **Trading Terms and Conditions**

Please note that we have recently reviewed our Terms & Conditions of Trade. Our new Terms & Conditions of Trade will apply to all future Orders and Agreements with your business.

We enclose a copy of our Terms & Conditions of Trade for your attention. Please take the time to read them carefully.

### **Terms of Trade**

The terms of payment are strictly 7 days from invoice. An itemised account of all charges, costs and disbursements will be provided on the invoice. Accounts overdue by 7 days incur \$45 administration fee.

Partisan Protective Services reserves the right to claim costs of recovery on any unpaid monies that exceed our normal trading terms. This could include debt collection and cost of solicitors on a party to party basis.

Nothing in this provision is to be construed as our consent to late payment of the previously agreed price

Please contact this office immediately if you do not understand, or wish to discuss, any aspect of the terms of this engagement

### **Confidentiality**

In conducting this engagement, information acquired by us during the engagement is subject to strict confidentiality requirements. That information will not be disclosed by us to other parties except as required or allowed for by law, or with your express consent.

Once you are satisfied with the terms of our engagement, would you please sign and date both copies of this letter.

One copy should be forwarded to us as evidence of your acceptance of the terms of our engagement. You should retain the other copy as your evidence of our engagement.

We thank you for the opportunity to provide Security mobile patrols, Static guards, Armed guards, Cash in transit and Alarm monitoring to you and your business and we look forward to developing a strong relationship with you for many years to come.