

Sub Contracting Application Form

Company Name; -----
Contact Name; -----
Address; -----
Address; -----
Address; -----
Business Contact No. ----- Mobile -----
Email address -----
Vat No. -----
Company Reg No. -----
Operators Licence No. ----- Renewal Date; -----
Insurance ; ----- Renewal Date; -----
Fleet size; -----

Sub Contracting Terms & Conditions

To operate effectively and at optimum level, Roadtrain requires the use of sub contractor whose own quality of operation match's Roadtrain's standards of service provision.

The subcontractor shall provide vehicles which are clean, presentable and fit for purpose of carrying out their duties in a legal and efficient manner. Sub contractors must maintain the professional image of Roadtrain; Their Vehicles must comply with all legal requirements and display all relevant licences and insurances.

INSURANCE

Roadtrain operate using standard IRHA Terms & Conditions for all consignments unless specified in writing in advance. Subcontractors shall be liable for discrepancies / damage/loss in accordance with current IRHA conditions of carriage, unless alternative conditions have been agreed in writing between Roadtrain and The Sub-contractor.

The Sub-contractor shall carry adequate insurance at all times to cover its potential liability under the terms of the Sub contract and shall submit certified copies of such insurance for inspection by Roadtrain with this application and on an annual basis.

PROOF OF DELIVERIES

All proof of deliveries must be returned to:

Roadtrain Limited, Roadtrain Complex, Bluebell Industrial Estate, Dublin 12

These must be received within 24 hours of delivery. It is the responsibility of the Sub – Contractor to provide a clear signature or stamp on the proof of delivery. If a POD is not available, you will be required to provide an indemnity letter for the delivery. Any cost incurred by Roadtrain for the failure of returned POD'S within the stated time scale will be passed directly onto the Sub – contractor. Roadtrain recommends you keep a photo copy / scanned copy of the POD to help with any enquires that may result.

Failure to supply relevant paperwork will result in non – payment of invoices!

INVOICES

All invoices must be forwarded to: Accounts Department, Roadtrain Limited, Roadtrain Complex, Bluebell Industrial Estate, Dublin 12. All invoices must include the Roadtrain Job Number, Roadtrain trailer number, collection and delivery points for the delivery and date of the job to ensure prompt payment of your invoice.

SUB – CONTRACTORS RESPONSIBILITY

It is the responsibility of the driver to check and secure their load on collection. A Trailer inspection / driver's job sheet report is a requirement when a subcontractor collects each trailer; this includes the number of pallets/cases collected and the overall state of the load & trailer. Any discrepancies with the load/ trailer must be reported whilst still in the collection premises, logged on the collection notes and signed by the person loading the vehicle or a representative of the customer.

Drivers are responsible for reporting any damages to Roadtrain equipment upon notice.

Sub-contractors shall be expected to cover the work offered and accepted at the agreed rates, with their own vehicles and drivers. Further subcontracting is strictly forbidden

Returns

Refused Goods must be returned to its place of origin, or agreed alternative within 24 hours, a POD must accompany all returns.

Pallets

All deliveries undertaken are on a one for one pallet exchange, where this is not an option a signed pallet control voucher (PCV) is required

Roadtrain Approved Sub-contracted Haulier Terms & Conditions

I declare that by signing and submitting this form on behalf of _____

Have received and read the Sub-contractor haulier terms and conditions. I understand that these conditions apply to all subcontracting carried out by us on your behalf. I understand that failure to comply with these terms and conditions may result in our removal from the Roadtrain approved haulier list.

Signed _____ Authorised Signatory

Print Name _____

Date _____