



Manor Car Storage Booking Form

Please return to Manor Car Storage to reserve your space

Name:			
UK Address:			
Telephone Number:			
Mobile Number:			
Email:			
Overseas Address:			
Telephone Number			
CAR DETAILS			
Make and Model:			
Registration:			
Colour:			
Estimated Value:			
Storage From:		To (estimate)	
Please collect car from (location)			
LEVEL OF SERVICE REQUIRED (tick as appropriate)			
Storage			
Dehumidified		Dry Indoor	
CarCare Maintenance (optional but highly recommended)			
Monthly		60 days	Storage only
Special Requirements			
Valet (required unless otherwise advised):			
Dust sheet:			
Battery conditioner charger:			
Signature:			
Date:			
Name (please print)			



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Manor Car Storage, PO Box 28, Saffron Walden, Essex CB11 4RA
Tel: 01799 550022, email: info@manorcarstorage.com

Terms and Conditions

Required Documentation

A copy of the V5C registration document must be sent with the completed booking form.

VAT

VAT at the standard rate is applicable to all charges.

Storage

In order to maintain your vehicle in the best possible condition and unless otherwise advised all vehicles will be washed & leather on arrival at store and, when necessary, on return from MOT tests or servicing. The charge for this is £45 (dependant on the size and condition of the car).

Payment Terms

We invoice quarterly in advance, payment is due on receipt of invoice or alternatively you can chose to pay monthly by standing order. All charges must be paid in full at the end of any storage period and before a car is removed.

Notice

We ask for a minimum of one week's notice of removal of a car from store. However we aim to be as flexible as possible and can often provide evening or weekend collections / deliveries. The minimum storage period is 12 weeks.

Temporary removal from store

We can facilitate 4 movements from store over a 12 month period, thereafter each movement will be charged at £40. If your vehicle is temporarily removed from storage and you wish to reserve the space, there will be no refund for unused weeks' storage. If your vehicle is removed permanently any full unused weeks' storage will be refunded.

Insurance

We have full trade insurance that covers your vehicle on an indemnity basis for fire, theft and accidental damage whilst in store and fully comprehensively when being driven on the road by an employee of Manor Car Storage. The administration charge for this is a reflection of the value of your car.

<u>Value of Car</u>	<u>Administration charge</u>
Up to £50,000	£1.25/week + VAT
£50,000 - £100,000	£2.60/week + VAT
Over £100,000	£4.00/week + VAT