

TERMS AND CONDITIONS

We cannot carry out any test work until we have received written confirmation from you, please fax back the attached Quote Acceptance Form. All test dates will be treated as provisional (I.e offered to other clients) until the Quote Acceptance form is completed and returned. If you decided to go ahead we would require you to provide the following:

1. COSHH data as appropriate, required at least two weeks prior to the test date. We cannot take on any work without first carrying out an assessment of the risk involved to our staff. This is particularly relevant with plastic or foam type materials in fire testing situations.

THE LABORATORY WILL NOT TEST ANY SAMPLE CONTAINING CERAMIC FIBRE.

2. A completed credit account application form. Please complete this and return as soon as possible. Not necessary if you already hold an account with The Building Test Centre or if you intend to pay in advance.

3. IMPORTANT - A completed Indemnity form along with copies of your public and employers insurance certificates.

4. A completed employees Record of Training / Competence form. If appropriate consult the laboratory if unsure.

5. Full details of the construction along with drawings of suitable quality for inclusion in your test report. AutoCAD LT files preferred.

6. Complete specimen elements, i.e. all construction components plasterboard, fixings, and any sealant etc. Installation by you the customer of the Specimen into the frame / chamber to your specification. (Not for reaction to fire or physical tests).

SAFETY NO CONSTRUCTION PERSONNEL ARE ALLOWED ON SITE WITHOUT SAFETY FOOTWEAR (i.e. Totectors).

You will be sent a copy of our The Building Test Centre Rules and Conditions for Contractors once your test booking is confirmed. Please ensure that any personnel you use are aware of this code and pay particular attention to item 13. Only 110V and battery powered tools are allowed to be used on site.