

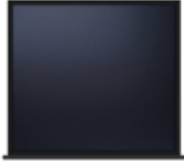



Project Summary		Each (inc. VAT)	Total (inc. VAT)	Quotation for:	
	1. W38 Quantity: 1 Supply & Fit - Into prepared opening	£1,811.35	£1,811.35	Mr Thomas Potter Unit 1 Cam Centre Wilbury Way Hitchin Hertfordshire SG4 0TW	
	2. W37 Quantity: 1 Supply & Fit - Into prepared opening	£2,304.01	£2,304.01	Prepared by: Antonino Digesero antonino@hbdsystems.co.uk 01727 845600	
	3. W36 Quantity: 1 Supply & Fit - Remove & replace	£2,740.80	£2,740.80	Site Address: The Edge Blackhill Lane Pulloxhill Bedford Bedfordshire United Kingdom, MK45 5HQ	
	4. W35 Quantity: 1 Supply & Fit - Into prepared opening	£2,683.49	£2,683.49		
	5. W34 Quantity: 1 Supply & Fit - Into prepared opening	£1,851.71	£1,851.71	Lead time: Dependent on product and delivery (generally 8-14 weeks from survey sign off but subject to change)	Guarantee: 5 year HBD installation guarantee Individual manufacturers guarantees apply 5 year guarantee on Glass
	6. W33 Quantity: 1 Supply & Fit - Into prepared opening	£1,811.35	£1,811.35	Final Price (inc. VAT): Of which VAT (0%):	



Project Summary



7. W32
 Quantity: 1
 Supply & Fit - Into prepared opening

CW Tilt & Turn

Each (inc. VAT)	Total (inc. VAT)
£3,172.84	£3,172.84



8. W31
 Quantity: 1
 Supply & Fit - Into prepared opening

CW Tilt & Turn

£1,583.69	£1,583.69
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9. W30
 Quantity: 1
 Supply & Fit - Into prepared opening

Aluminium
 Coupled Items

£4,433.94	£4,433.94
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10. W29
 Quantity: 1
 Supply & Fit - Remove & replace

Origin OW80
 fixed window (no
 dummy)

£3,689.06	£3,689.06
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11. W28
 Quantity: 1
 Supply & Fit - Remove & replace

Origin OW80
 fixed window (no
 dummy)

£3,689.06	£3,689.06
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12. W27
 Quantity: 1
 Supply & Fit - Remove & replace

Origin OW80
 fixed window (no
 dummy)

£3,689.06	£3,689.06
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Quotation for:

Mr Thomas Potter
 Unit 1
 Cam Centre
 Wilbury Way
 Hitchin
 Hertfordshire
 SG4 0TW

Prepared by:

Antonino Digesero antonino@hbdsystems.co.uk 01727 845600

Site Address:

The Edge Blackhill Lane Pulloxhill Bedford Bedfordshire United Kingdom, MK45 5HQ

Lead time: Dependent on product and delivery (generally 8-14 weeks from survey sign off but subject to change)

Guarantee: 5 year HBD installation guarantee | Individual manufacturers guarantees apply | 5 year guarantee on Glass

Final Price (inc. VAT):
 Of which VAT (0%):



Project Summary



13. W26
 Quantity: 1
 Supply & Fit - Remove & replace

Origin OW80 fixed window (no dummy)

Each (inc. VAT)	Total (inc. VAT)
£2,721.91	£2,721.91



14. ED8
 Quantity: 1
 Supply & Fit - Into prepared opening

Sunflex SVG 20 Sliding Door

£7970.14	£7970.14
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15. ED7
 Quantity: 1
 Supply & Fit - Into prepared opening

Sunflex SVG 20 Sliding Door

£7970.14	£7970.14
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16. ED07 Fly Screen
 Quantity: 1

ED07 Fly Screen
 Width 3900 mm x 2475mm x height
 2475mm//Location
 Inside//Configuration
 Middle Meeting
 Point//Double
 Stile//location Away
 Sill//protector Yes// All
 Frame Colour 9005M//
 fabric Tight weave fly screen

£4,091.50	£4,091.50
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17. ED08 Fly Screen
 Quantity: 1

ED08 Fly Screen
 Width 3900 mm x 2475mm x height
 2475mm//Location
 Inside//Configuration
 Middle Meeting
 Point//Double
 Stile//location Away
 Sill//protector Yes// All
 Frame Colour 9005M//
 fabric Tight weave fly screen

£4,091.50	£4,091.50
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Quotation for:

Mr Thomas Potter
 Unit 1
 Cam Centre
 Wilbury Way
 Hitchin
 Hertfordshire
 SG4 0TW

Prepared by:

Antonino Digesero antonino@hbdsystems.co.uk 01727 845600

Site Address:

The Edge Blackhill Lane Pulloxhill Bedford Bedfordshire United Kingdom, MK45 5HQ

Lead time: Dependent on product and delivery (generally 8-14 weeks from survey sign off but subject to change)

Guarantee: 5 year HBD installation guarantee | Individual manufacturers guarantees apply | 5 year guarantee on Glass

Payment terms:

Pay within 30 days

Payment schedule:

Deposit (50%):	£30,275.28
Interim (40%):	£24,220.23
Final (10%):	£6,055.06

Final Price (inc. VAT):

Of which VAT (0%):

£60,550.57

£0.00

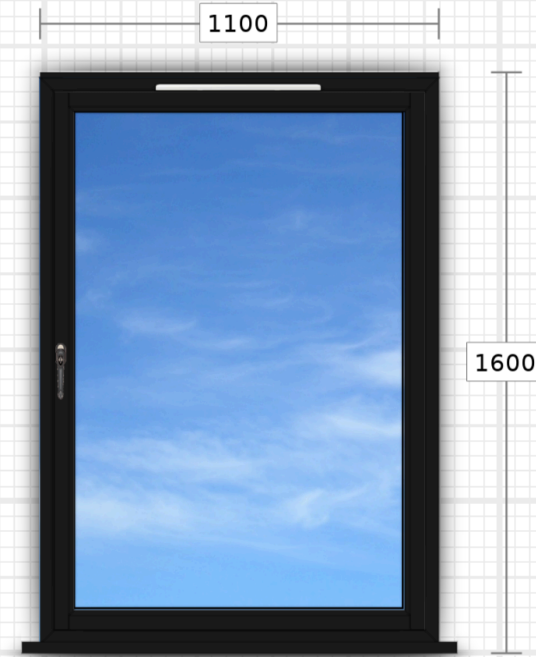
Technical detail: 1 - W38 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame: 65mm Square
 Sash: Flush Square
 Bead: Square
 Cill: 150mm
 Frame Joint Type: Mitred
 Sash Joint Type: Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large White
 Tilt turn handle: Black

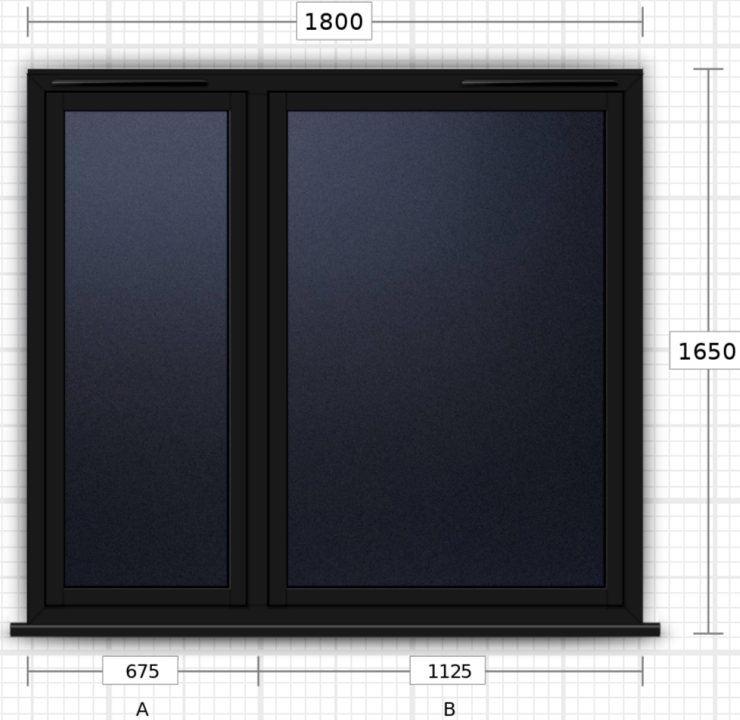
custom extra: MAX WIDTH REACHED, Note: 6.8MM LAM SOFT COAT 18MM BLACK STEEL FERROTE Arg 0.5 CUIN 16MM BLACK THERMOBAR Arg 4TG CLIMAGUARD A 1.1 Polyurethane// 0.5 Centre Pane - 0.53 G-Value - 0.8 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

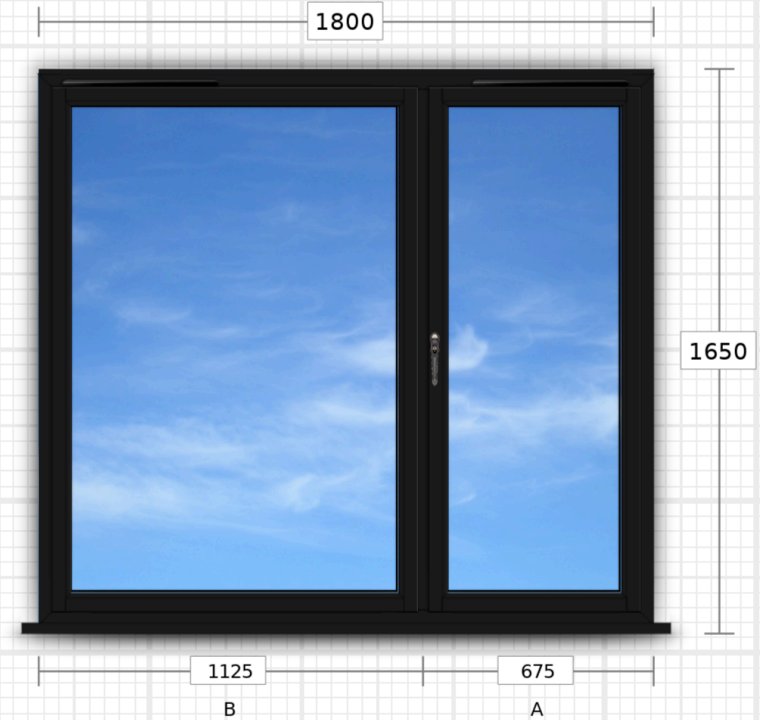
Technical detail: 2 - W37 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame:	65mm Square	Colour:	9005m Jet Black
Sash:	Flush Square		
Mullion:	Standard Square		
Bead:	Square		
Cill:	150mm		
Frame Joint Type:	Mitred		
Transom/Mullion Joint Type:	Square		
Sash Joint Type:	Square		

Profile Trickle Vent:	Large Black
Tilt turn handle:	Black

custom extra: --, Note: 6.8MM LAM SOFT COAT 18MM BLACK
 STEEL FERROTE Arg 0.5 CUIN 16MM BLACK
 THERMOBAR Arg 4TG CLIMAGUARD A 1.1
 Polyurethane// 0.5 Centre Pane - 0.53 G-Value -
 0.8 Overall U-Value //

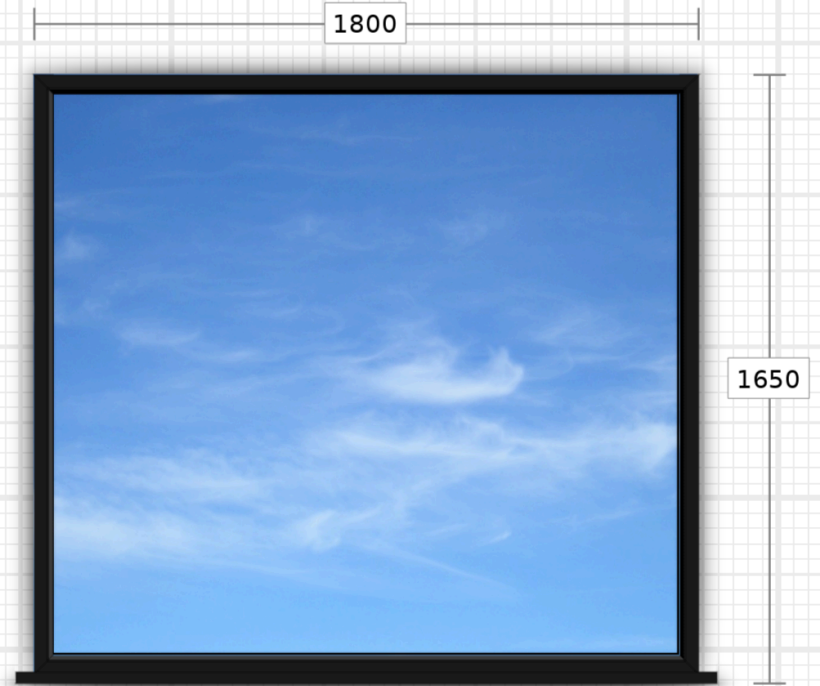
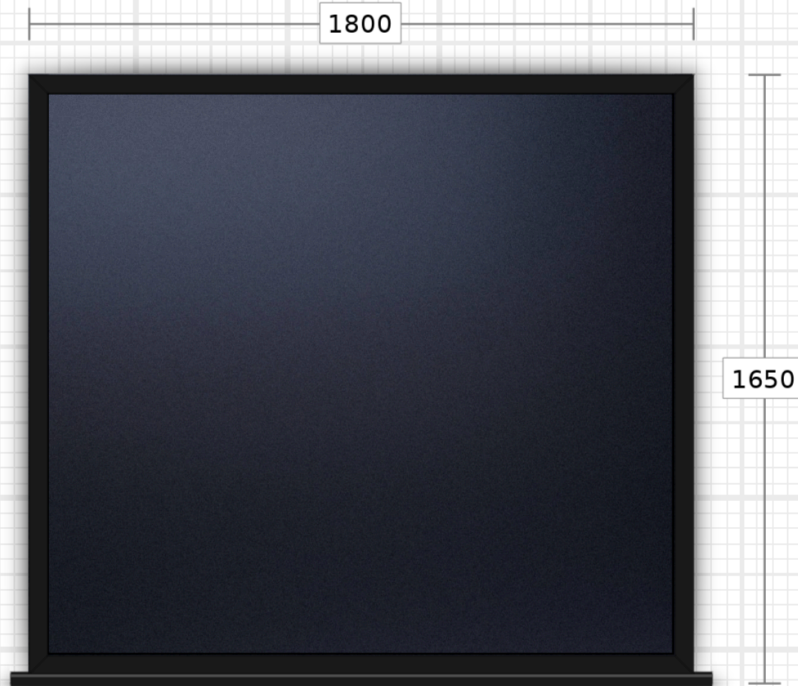
Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

Technical detail: 3 - W36 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside

💡 Viewed from inside



Origin OW80 fixed window (no dummy)

Frame: Standard Square Colour: 9005m Jet Black
 Bead: Bevel
 Cill: 155mm
 Frame Joint Type: Mitred

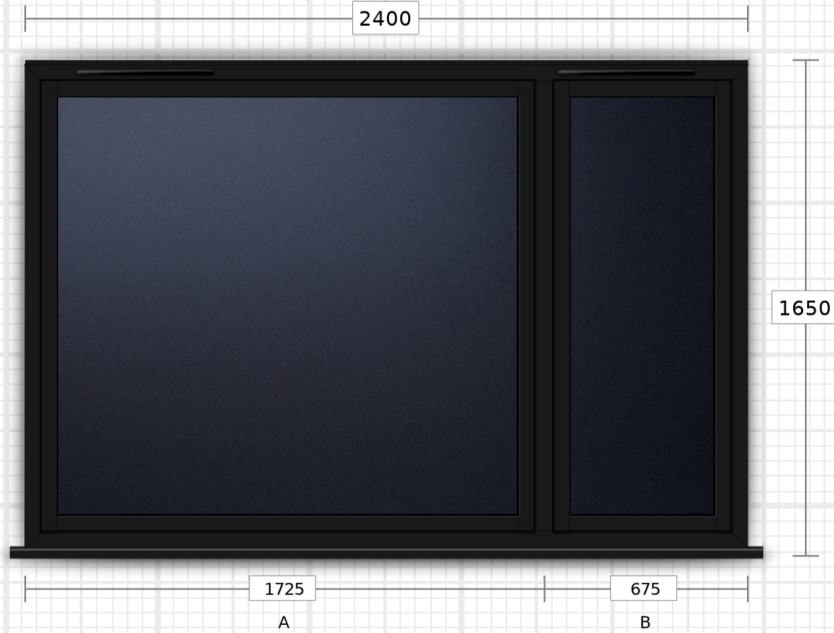
Glass: 10.8mm/8mm Tough Low E - Swiss Spacer - Clear

custom extra: --, Note: 8MM TOUGH SOFT COAT12MM BLACK STEEL
 FERROTE Krp CUIIN 12MM BLACK THERMOBAR Krp 10.8
 CLIMAGUARD A+1.1 Polyurethane// CUIIN 0.4 Centre
 Pane - 0.49 G-Value - 0.9 Overall U-Value //

Technical detail: 4 - W35 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame:	65mm Square
Sash:	Flush Square
Mullion:	Standard Square
Bead:	Square
Cill:	150mm
Frame Joint Type:	Mitred
Transom/Mullion Joint Type:	Square
Sash Joint Type:	Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large Black
 Tilt turn handle: Black

custom extra: --, Note: 6.8MM LAM SOFT COAT 18MM BLACK
 STEEL FERROTE Arg 0.5 CUIN 16MM BLACK
 THERMOBAR Arg 4TG CLIMAGUARD A 1.1
 Polyurethane// 0.5 Centre Pane - 0.53 G-Value -
 0.8 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

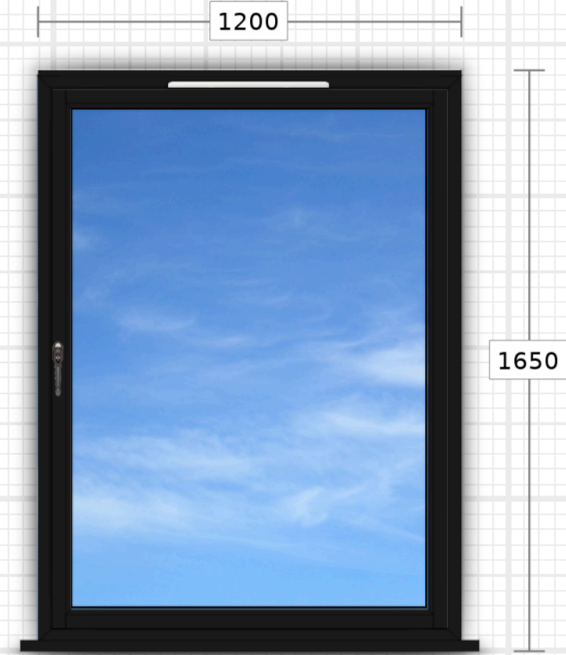
Technical detail: 5 - W34 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame: 65mm Square
 Sash: Flush Square
 Bead: Square
 Cill: 150mm
 Frame Joint Type: Mitred
 Sash Joint Type: Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large White
 Tilt turn handle: Black

custom extra: MAX WIDTH REACHED, Note: 6.8MM LAM SOFT COAT 18MM BLACK STEEL FERROTE Arg 0.5 CUIN 16MM BLACK THERMOBAR Arg 4TG CLIMAGUARD A 1.1 Polyurethane// 0.5 Centre Pane - 0.53 G-Value - 0.8 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

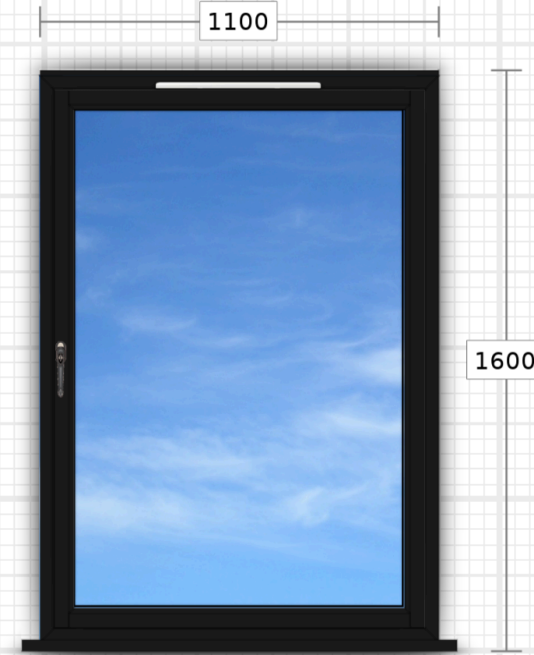
Technical detail: 6 - W33 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame: 65mm Square
 Sash: Flush Square
 Bead: Square
 Cill: 150mm
 Frame Joint Type: Mitred
 Sash Joint Type: Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large White
 Tilt turn handle: Black

custom extra: MAX WIDTH REACHED, Note: 6.8MM LAM SOFT COAT 18MM BLACK STEEL FERROTE Arg 0.5 CUIN 16MM BLACK THERMOBAR Arg 4TG CLIMAGUARD A 1.1 Polyurethane// 0.5 Centre Pane - 0.53 G-Value - 0.8 Overall U-Value //

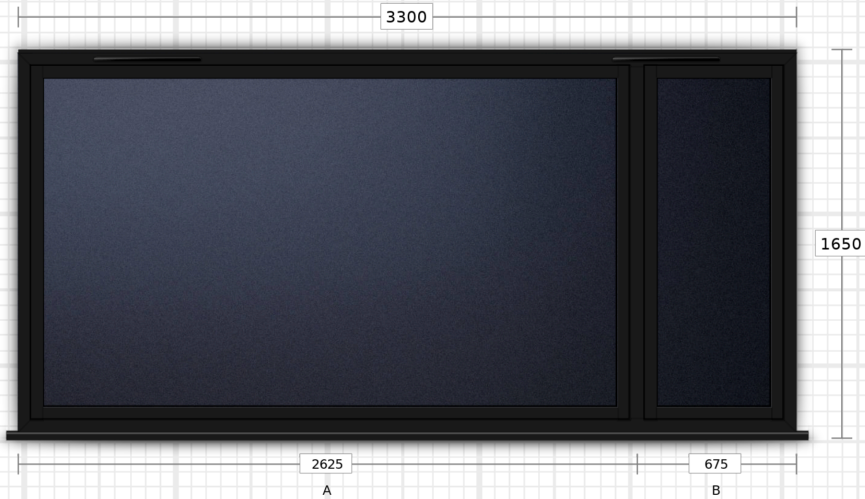
Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

Technical detail: 7 - W32 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside

💡 Viewed from inside



CW Tilt & Turn

Frame:	65mm Square
Sash:	Flush Square
Mullion:	Standard Square
Bead:	Square
Cill:	150mm
Frame Joint Type:	Mitred
Transom/Mullion Joint Type:	Square
Sash Joint Type:	Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large Black
 Tilt turn handle: Black

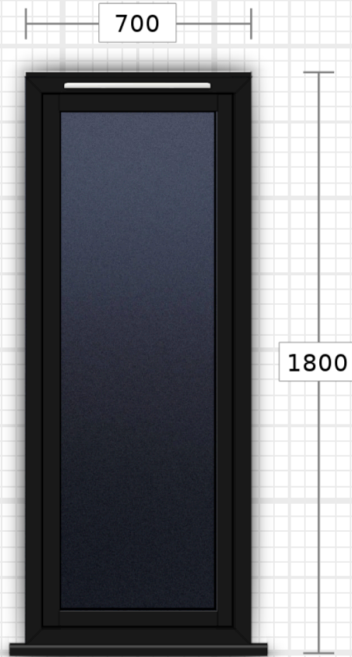
custom extra: --, Note: 6.8MM LAM SOFT COAT 18MM BLACK
 STEEL FERROTE Arg 0.5 CUIN 16MM BLACK
 THERMOBAR Arg 4TG CLIMAGUARD A 1.1
 Polyurethane// 0.5 Centre Pane - 0.53 G-Value -
 0.8 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

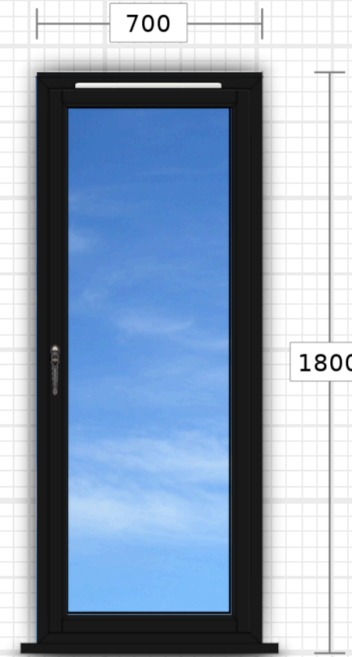
Technical detail: 8 - W31 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



CW Tilt & Turn

Frame: 65mm Square
 Sash: Flush Square
 Bead: Square
 Cill: 150mm
 Frame Joint Type: Mitred
 Sash Joint Type: Square

Colour: 9005m Jet Black

Profile Trickle Vent: Large White
 Tilt turn handle: Black

custom extra: MAX WIDTH REACHED, Note: 6.8MM LAM SOFT COAT 18MM BLACK STEEL FERROTE Arg 0.5 CUIN 16MM BLACK THERMOBAR Arg 4TG CLIMAGUARD A 1.1 Polyurethane// 0.5 Centre Pane - 0.53 G-Value - 0.8 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E 1.0 - Swiss Spacer - Clear

Technical detail: 9 - W30 - Supply & Fit - Into prepared opening

Quantity: 1

Aluminium Coupled Items - Elevation view

☀ Viewed from outside



Couplers

Vertical coupler A-B: 10mm

Cills

Facet A-B: Standard
Length: 1580mm
Horn: None
Colour: Traffic Black



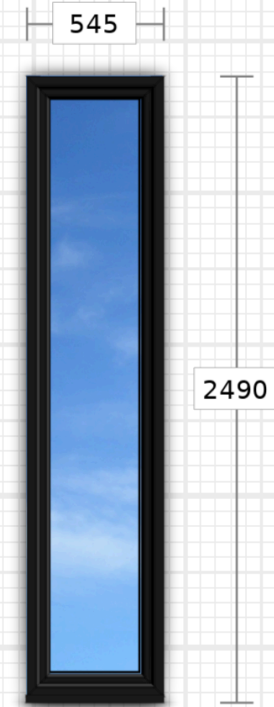
Technical detail: 9 - Facet A1 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Origin OB36 Contemporay (DUMMY)

Frame: Standard Square Colour: 9005m Jet Black
 Sash: Flush Bevel
 Bead: Bevel
 Frame Joint Type: Mitred
 Sash Joint Type: Mitred

Glass: 6.8mm CUIN (0.5 Ug value) - Swiss Spacer - Clear

custom extra: --, Note: 6.8TG CLIMAGUARD A 18MM BLACK STEEL
 FERROTE Arg 0.5 CUIN 18MM BLACK THERMOBAR Arg
 4TG CLIMAGUARD A// CUIN 0.5 Centre Pane - 0.51 G-
 Value - 0.9 Overall U-Value //



Technical detail: 9 - Facet B1 - Supply & Fit - Into prepared opening

Quantity: 1

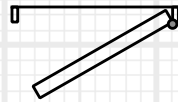
☀ Viewed from outside



💡 Viewed from inside



Plan view



Origin OB36+ Contemporary Bifolding Door

Opens: Out
 Frame: Standard Square
 Sash: Slim Square
 Bead: Square
 Frame Joint Type: Square
 Sash Joint Type: Mitred
 Colour: 9005m Jet Black

Lock Cylinder: Euro Cylinder Nickel
 Pull Hinge: Stainless Steel D Handle
 Door Handle (Master): Black 253-280
 Bifold Hinge: Painted

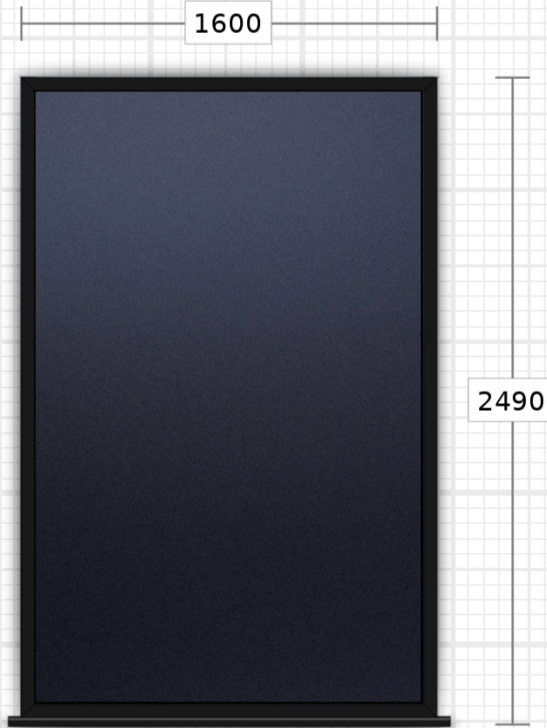
Cylinder 3 Star: Required x1
 Cylinder Thumb Turn: Required x1
 custom extra: Colour Coded Furniture , Note: 6.8TG
 CLIMAGUARD A 18MM BLACK STEEL FERROTE
 Arg 0.5 CUIIN 18MM BLACK THERMOBAR Arg
 4TG CLIMAGUARD A// CUIIN 0.5 Centre Pane
 - 0.51 G-Value - 0.9 Overall U-Value //

Glass: 6.8mm/4mm Tough Low E DS - Swiss Spacer - Clear

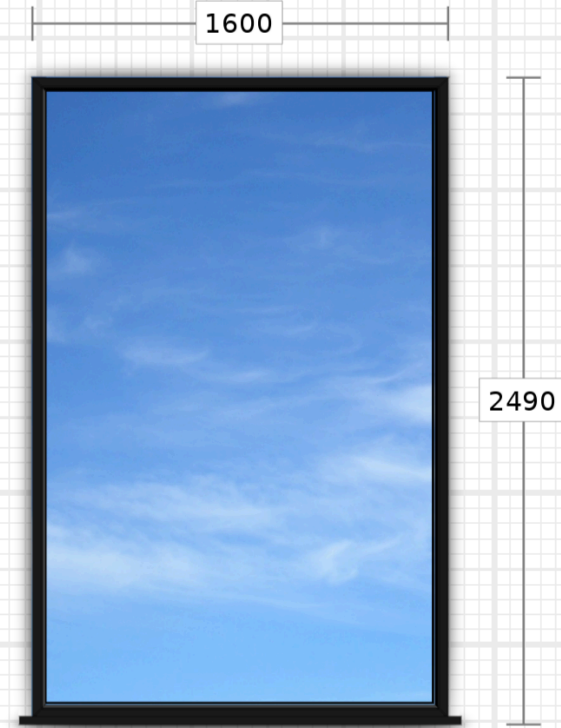
Technical detail: 10 - W29 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Origin OW80 fixed window (no dummy)

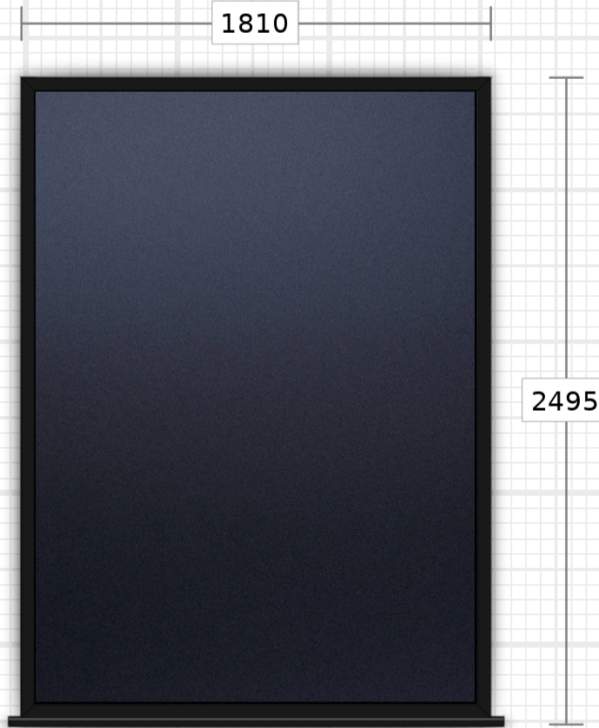
Frame: Standard Square Colour: 9005m Jet Black
 Bead: Bevel
 Cill: 155mm
 Frame Joint Type: Mitred
 Glass: 10.8mm/8mm Tough Low E - Swiss Spacer - Clear

custom extra: --, Note: 8MM TOUGH SOFT COAT12MM BLACK STEEL
 FERROTE Krp CUIN 12MM BLACK THERMOBAR Krp 10.8
 CLIMAGUARD A+1.1 Polyurethane// CUIN 0.4 Centre
 Pane - 0.49 G-Value - 0.9 Overall U-Value //

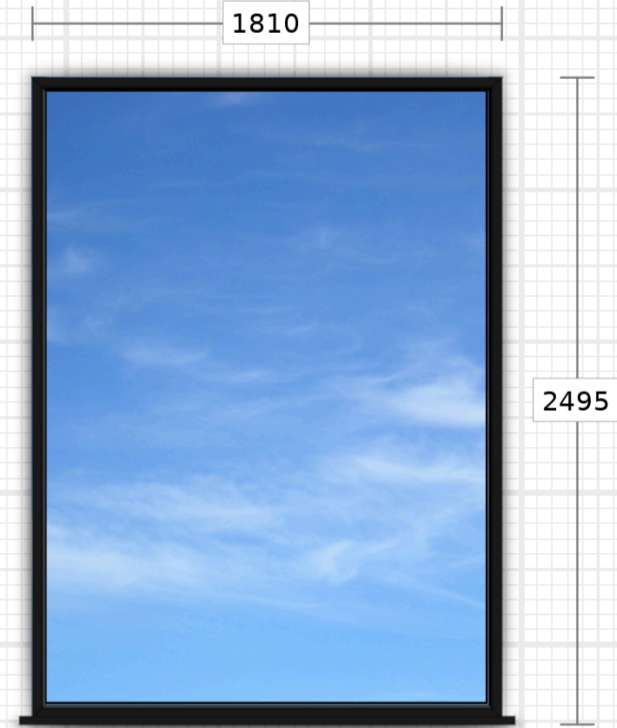
Technical detail: 11 - W28 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Origin OW80 fixed window (no dummy)

Frame: Standard Square Colour: 9005m Jet Black
 Bead: Bevel
 Cill: 155mm
 Frame Joint Type: Mitred

Glass: 10.8mm/8mm Tough Low E - Swiss Spacer - Clear

custom extra: --, Note: 8MM TOUGH SOFT COAT12MM BLACK STEEL
 FERROTE Krp CUIIN 12MM BLACK THERMOBAR Krp 10.8
 CLIMAGUARD A+1.1 Polyurethane// CUIIN 0.4 Centre
 Pane - 0.49 G-Value - 0.9 Overall U-Value //

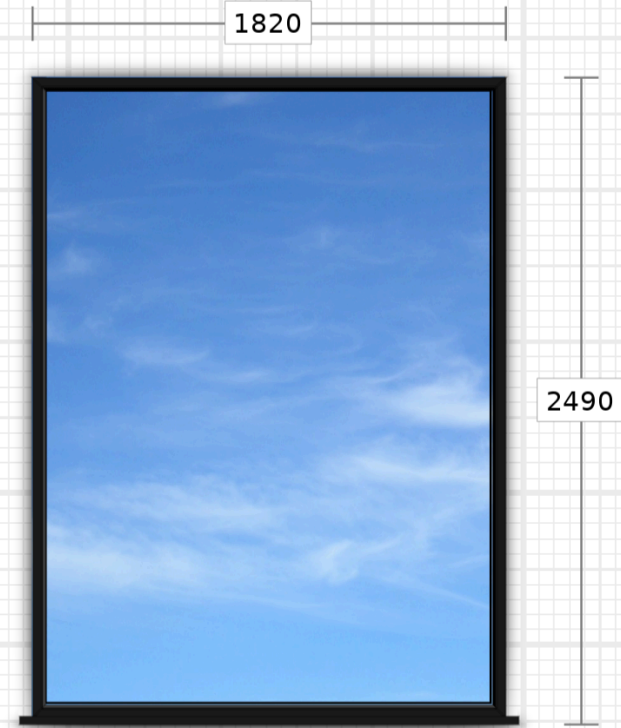
Technical detail: 12 - W27 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Origin OW80 fixed window (no dummy)

Frame: Standard Square Colour: 9005m Jet Black
 Bead: Bevel
 Cill: 155mm
 Frame Joint Type: Mitred

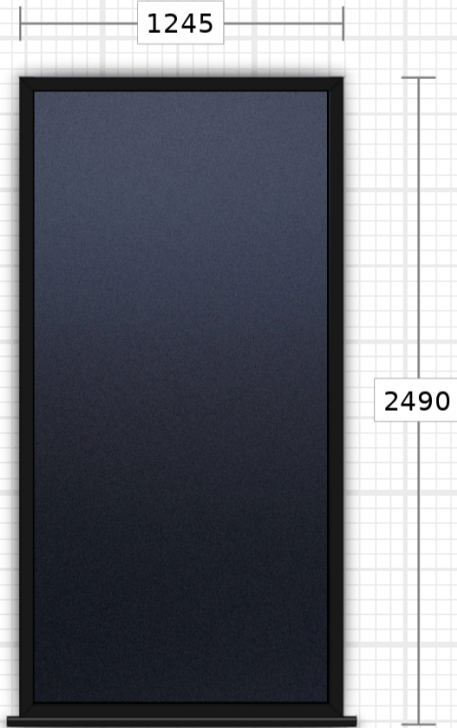
Glass: 10.8mm/8mm Tough Low E - Swiss Spacer - Clear

custom extra: --, Note: 8MM TOUGH SOFT COAT12MM BLACK STEEL
 FERROTE Krp CUIN 12MM BLACK THERMOBAR Krp 10.8
 CLIMAGUARD A+1.1 Polyurethane// CUIN 0.4 Centre
 Pane - 0.49 G-Value - 0.9 Overall U-Value //

Technical detail: 13 - W26 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Origin OW80 fixed window (no dummy)

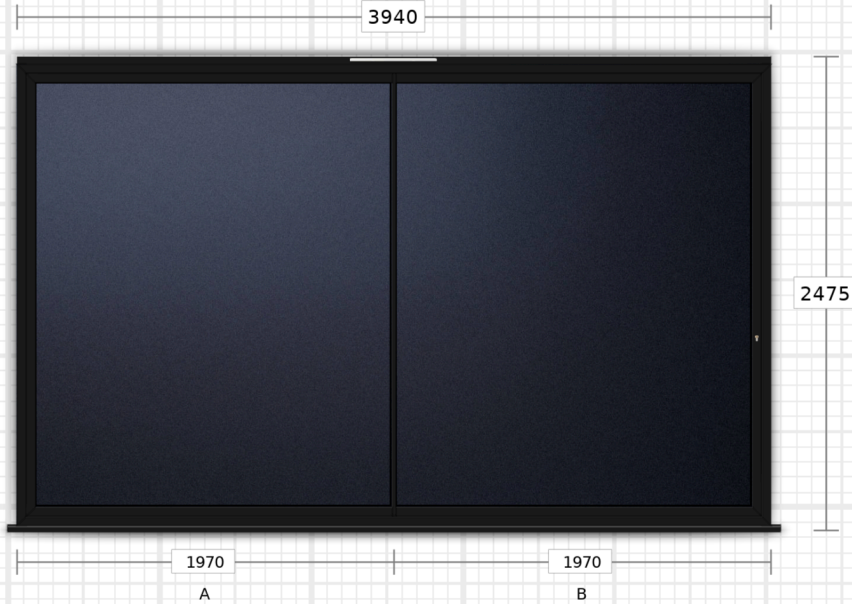
Frame: Standard Square Colour: 9005m Jet Black
 Bead: Bevel
 Cill: 155mm
 Frame Joint Type: Mitred
 Glass: 10.8mm/8mm Tough Low E - Swiss Spacer - Clear

custom extra: --, Note: 8MM TOUGH SOFT COAT12MM BLACK STEEL
 FERROTE Krp CUIIN 12MM BLACK THERMOBAR Krp 10.8
 CLIMAGUARD A+1.1 Polyurethane// CUIIN 0.4 Centre
 Pane - 0.49 G-Value - 0.9 Overall U-Value //

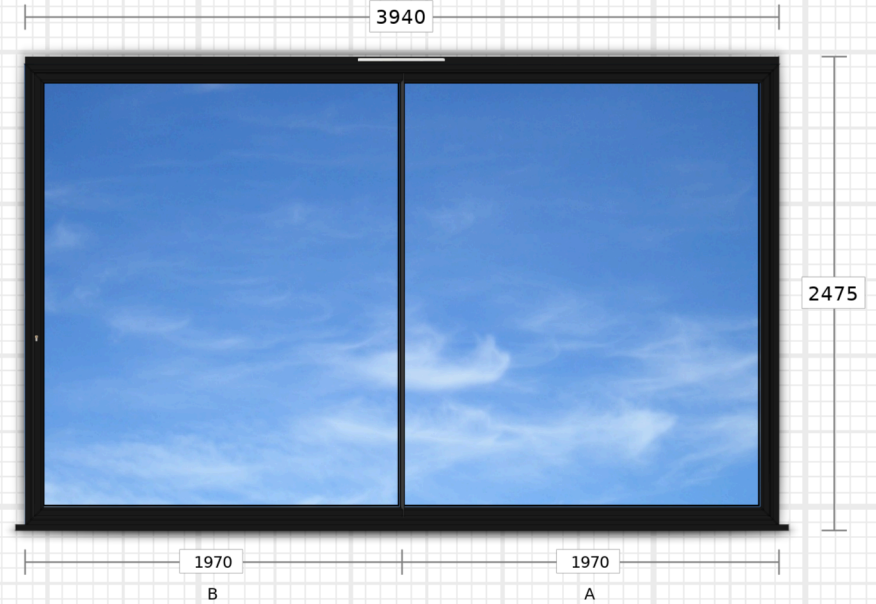
Technical detail: 14 - ED8 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Sunflex SVG 20 Sliding Door

Frame:	Standard Square	Colour:	9005m Jet Black
Sash:	Slim Square		
Interlock:	Ultra Slim		
Bead:	Standard		
Cill:	190mm		
Frame Joint Type:	Mitred		
Sash Joint Type:	Mitred		

Profile Trickle Vent:	CC 8000mm ² in 40mm Packer
Lock Cylinder:	Euro Cylinder Nickel
Door Handle:	See Notes

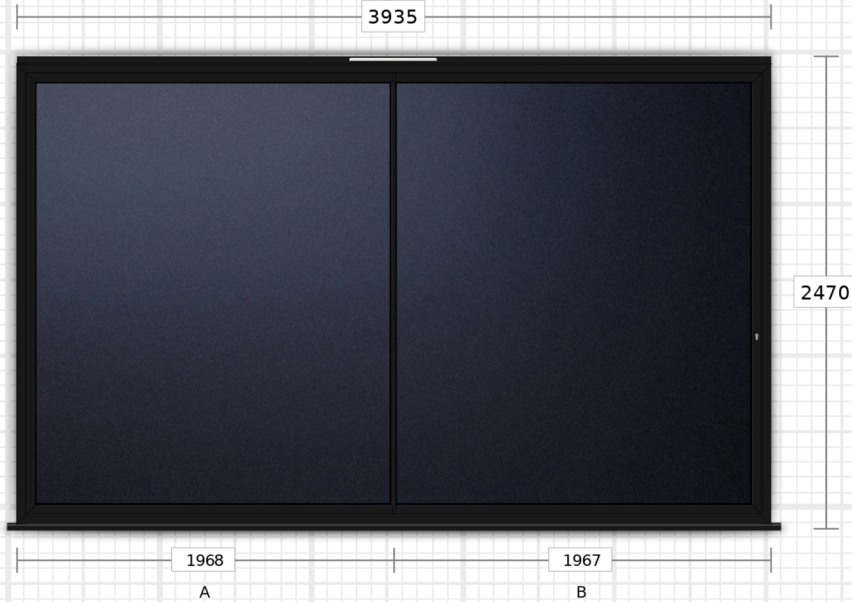
Cylinder 3 Star:	Required x1
Cylinder Thumb Turn:	Required x1
custom extra:	--, Note: 1.4 U-Value 1 x Slide - 1 x Fixed Colour Coded Straight Round Bar Handle 1 x In - Recessed Cup Handle 1 x Out, Flush Stack Side Only Viewed From Outside - Internal Locking ONLY

Glass: 6.8mm/6mm Tough Low E 1.0 - Swiss Spacer - Guardian SN75 - Clear

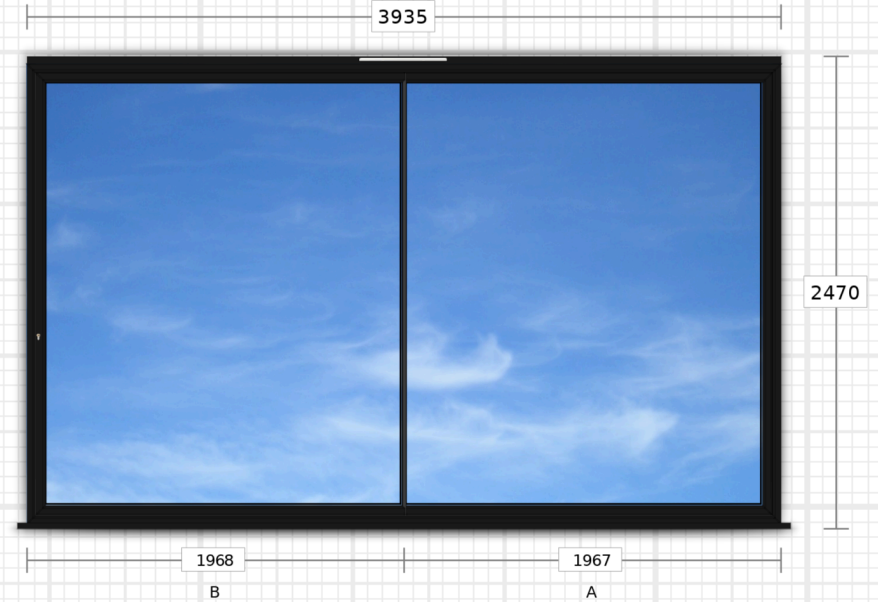
Technical detail: 15 - ED7 - Supply & Fit - Into prepared opening

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Sunflex SVG 20 Sliding Door

Frame:	Standard Square	Colour:	9005m Jet Black
Sash:	Slim Square		
Interlock:	Ultra Slim		
Bead:	Standard		
Cill:	190mm		
Frame Joint Type:	Mitred		
Sash Joint Type:	Mitred		

Profile Trickle Vent:	CC 8000mm ² in 40mm Packer
Lock Cylinder:	Euro Cylinder Nickel
Door Handle:	See Notes

Cylinder 3 Star:	Required x1
Cylinder Thumb Turn:	Required x1
custom extra:	--, Note: 1.4 U-Value 1 x Slide - 1 x Fixed Colour Coded Straight Round Bar Handle 1 x In - Recessed Cup Handle 1 x Out, Flush Stack Side Only Viewed From Outside - Internal Locking ONLY

Glass: 6.8mm/6mm Tough Low E 1.0 - Swiss Spacer - Guardian SN75 - Clear

Technical detail: 16 - ED07 Fly Screen -

Quantity: 1



ED07 Fly Screen

Width 3900 mm x 2475mm x height 2475mm//Location Inside//Configuration Middle Meeting Point//Double Stile//location Away Sill//protector Yes// All Frame Colour 9005M// fabric Tight weave fly screen

Technical detail: 17 - ED08 Fly Screen -

Quantity: 1



ED08 Fly Screen

Width 3900 mm x 2475mm x height 2475mm//Location Inside//Configuration Middle Meeting Point//Double Stile//location Away Sill//protector Yes// All Frame Colour 9005M// fabric Tight weave fly screen

Your HBD Sales Journey

1. THANK YOU!

Firstly, Thank you for choosing HBD systems as your chosen glazing supplier, we look forward to working with you!

Below is an outline of your sales journey from the point you pay your deposit. We hope to give you an in-depth understanding of our timeline and processes to make you feel as comfortable as possible.

3. YOUR 50% DEPOSIT HAS BEEN PAID

Your sales person will look at availability for your survey appointment, this will generally be 1-2 weeks from when your deposit is paid. This survey will only take place once you have all of your openings fully formed and all specification has been agreed. It is crucial that both the client and main contractor are on site (where applicable). Also you must know the new floor levels and mark them by the aperture.

If you need a second survey this will be chargeable at £250.00

5. YOU HAVE RETURNED YOUR ORDER DOCUMENTS

Your surveyor will check through everything that has been returned and ensure there are no issues. This final survey report is then passed to our ordering team for processing. The ordering team will place your order with the relevant suppliers and your products will be put into production.

2. YOUR LEAD TIME

Your lead time will start from the date we receive your signed survey/order document and not from the date the deposit was paid. Our lead time varies depending on the product and availability, but is generally 8-16 weeks. There have been some industry wide shortages recently but we can assure you we are doing everything we can to get your products in as quickly as possible - remember the best things are worth waiting for!

4. YOUR SITE SURVEY HAS TAKEN PLACE

Your surveyor will write up your final survey report following your site visit. 1-2 weeks after your survey the final report will be emailed to you for you to check, sign and return. Please be patient and do not chase this paperwork, it is important this is correct which takes time.

- Please be aware there may be a delay if you or your main contractor are not present on site, structural openings are not fully formed, specifications have not been agreed or floor levels are not known.



Your HBD Sales Journey

6. OUR SUPPLIERS HAVE GIVEN A PROVISIONAL DELIVERY DATE

Usually this provisional delivery date is confirmed by the manufacturers within 2 weeks when the order is in production. The ordering team will then send you a provisional installation date.

Please note this date is not guaranteed yet and can be subject to change.

8. YOUR 40% INTERIM BALANCE IS DUE

Four weeks prior to your installation your 40% interim balance is due, this will release your products for their delivery. If the interim balance is not paid in time your installation dates may need to be rebooked.

If your installation is split into multiple phases under one contract, the full interim payment will be due prior to the first installation date set.

10. YOUR 10% FINAL BALANCE IS DUE

After your installation your 10% final balance will be due. A member of our team will call you to take this payment and ask kindly for a review.

When this payment has been received our accounts team will register your installation with FENSA and send you your invoice. Keep this handy as this is also your HBD guarantee.

If you find you have any aftercare needs you can find all of this information on our website.



7. YOUR INSTALLATION DATE IS CONFIRMED

Subject to no logistical or transport issues your installation date is booked into our schedule and confirmed.

From here the installation department will deal with any last minute questions you may have in preparation for your start date.

9. YOUR INSTALLATION DATE HAS ARRIVED

Your fitting team will load up your products in the morning from our warehouse and will aim to be with you by mid-morning. Your new products will be installed over the designated number of days. Please be aware until the installation has started we do not know if there may be any additional work required. If this is the case we will let you know as soon as we do. At the end of your installation you will be required to inspect the products and sign them off. Please note if there is any follow up remedial work required you will still be required to pay your final balance as this is covered under your guarantee. At this time you will be also be shown how to operate your products and given a handy aftercare guide.

ONSITE MATERIALS MANUAL AND MECHANICAL HANDLING GUIDE

Thank you for entrusting HBD Systems with the glazing aspect of your construction project. In order to ensure a smooth and efficient installation process, we kindly request your attention to the following site preparation requirements.

As you are aware, some or all of the products you have ordered require specialized safe handling. If HBD Systems are undertaking this task (check your estimate / order) then outlined below are the minimum requirements for site preparation. It is essential that this document is agreed upon and signed by the client. We strongly advise that if you have a main contractor, they should review this document and be aware of their responsibilities.

1. Site Preparation

It is essential that the site is fully prepared before the date of attendance to avoid any delays in our operations. The client/main contractor is welcome to contact HBD if they are unsure of any request prior to our installation date. There is also the opportunity that if you are having an onsite surveyor you can clarify any queries at this point if necessary. Please note on the day if in exceptional circumstances, the lifting operator deems the site unsafe then the installation will be canceled and rebooked at a later date. This will be at a minimum cost of £1000 + VAT.

2. Clear Parking and Access

Clear parking and a space of 15 meters will be required at the site. Please ensure that the ground surface is flat, stable and clear of obstructions along the entire lifting route. We ask you kindly to keep in mind and prepare the site to accommodate the movement of our equipment. Crane work zone radius required is four meters clear and unrestricted.

3. Scaffold to be removed or adapted

If obstructive scaffolding is present, please ensure that it is either removed or adapted to allow for the installation of glass and frames accommodating the movement of the crane and/ or trolleys. Prior adaptations around apertures may be necessary to provide unobstructed access for our equipment.

4. Other Obstacles

If there are any underground services we are unaware of please be aware it is the client or main contractor responsibility to cover and protect these. Also be aware of any overhead cables which may restrict the handling equipment.

5. Ground Preparation

The materials and handling equipment are heavy and will require flat stable ground to work from. Minimum side access unrestricted width required for the crane is 900mm to facilitate safe maneuvering.

6. Alternative handling Methods

While our primary method involves the use of a caterpillar tracked spider crane, the operator, as the expert, may instead utilize bespoke trolleys for maneuvering the glass. The cost for the handling remains the same as the operator is charged on a daily rate.

7. Essential Co-operation

HBD's priorities for the handling of materials is to ensure that it is undertaken safely while remaining cost effective for the client, as such HBD would expect the cooperation of the main contractor and the use of any handling equipment they have on site to facilitate the safe handling of materials unless otherwise instructed. If the main contractor is not cooperative then there will likely be additional costs.

Receipt of this document is agreement of the above requests. Thank you, and it's a pleasure to work with everyone on such a prestigious project to deliver exceptional results in a safe working environment.

Sincerely, HBD Systems