

# Renting from Kenelec Scientific. What You Need to Know.

Thank you for your Rental enquiry,

Please find attached our rental agreement; the pricing you requested is in our email to you.

**Please note that all quoted prices exclude Freight + GST and a minimum of \$100+Freight+GST applies to all Rental Transactions.**

## Booking a Rental:

A **Kenelec Scientific Rental Agreement** form has been attached to our email to you. Please complete, sign and return this form as soon as possible as it is required prior to processing of any rental items. You may do this via fax or email.

Your desired dates and time required will be confirmed when your completed form is returned.

**Kenelec Scientific is unable to secure a booking of any units for you until the completed form is received back.**

### Important:

- So that we can prepare your items and make sure everything is complete and working well, we prefer 24 hours notice for dispatch.
- If renting Dust Monitoring Systems a minimum of 24 hours notice is required for standard systems, and a minimum of 48 hours notice is required for Dust Monitoring Systems with communications and alarms.

## Delivery & Returns:

Please note that all units are despatched from Kenelec Scientific's office in Mitcham, **Victoria**.

Freight charges may be applicable or alternatively VIC clients are welcome to collect and return in person from our Mitcham office. You are also welcome to use your own courier transport service at your cost.

Depending on your delivery location, please allow for up to 2 to 5 working days transit time. You will not be charged for time in transit. If you require assistance with return freight instructions, please contact our office.

**Standard Freight is a minimum \$40.00 + GST.** This charge may increase depending on your location and/or the weight and dimensions of your rental units.

**Please ensure to clearly select your desired Freight and Return Freight options on the Rental Agreement Form.**

## Preparing Your Rental for Return:

In accordance with your Rental Agreement, please return the equipment in the same good and **clean** condition as when you received it, including the same contents and packaging.

Should the unit require cleaning, then a minimum Cleaning Charge of \$120/hour + GST may be applied and any missing items will be charged to your account with a minimum missing or damaged component fee of \$100+GST

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On cleaning your equipment, use the supplied Rental Checklist to check and date / sign each component as you repack everything, please return the completed form with your Rental.

## Payment Details:

Should your company have an approved account with Kenelec Scientific, it is requested that you submit your Purchase Order along with your completed Rental Agreement Form.

For **non-account holders**, cash on delivery is applicable and payment will be required prior to despatch of any units. Please supply your payment details in the area provided on the attached form or alternatively you may do so via phone on 03 9873 1022.

Kenelec Scientific accepts the following forms of payment: Cash, Company Cheque or Bank Cheque, Credit Card - MasterCard, Visa or American Express and Direct Deposit into our account. Please note that AMEX payments will receive a 1.5% fee in addition to the invoice amount.

### Direct Deposit Bank Details

Kenelec Scientific Pty Ltd  
National Australia Bank  
Collins Street  
Melbourne  
BSB No. **083 153**  
Account No. **63662-1769**

Ongoing and longer-term rentals will require periodic invoices and payments to be processed.

## Cancellations:

Cancellations to rental agreement contracts are to be received at least 24 hours prior to your requested rental contract time to avoid applicable administration and cancellation fees.

Administration Fee Amount \$50.00 + GST  
Cancellation Fee Amount \$50.00 + GST

Should rental units have already been despatched, all Freight charges incurred and applicable will also be invoiced along with the cancellation charges.

## Questions?

If you have any questions, or require any further information or assistance, please don't hesitate to contact our **Rental Team** via email [rental@kenelec.com.au](mailto:rental@kenelec.com.au) or by phoning **03 9873 1022**.