First Time Hire

Video Village

What you need to do

If you are hiring through a limited company, we would need the following paperwork:

- Account application/credit form completed & signed.
- Terms & conditions signed.
- Full payment in advance of delivery of equipment.
- A purchase order, faxed or emailed, with your company address & registration number on company headed paper.
- If your address has been occupied for less than 12 months we'll require proof of previous occupancy.
- 2 utility bills as proof of address.

If hiring on an individual basis:

- Account application/credit form completed & signed.
- Terms & conditions signed.
- Full payment in advance of delivery of equipment
- A purchase order, faxed or emailed.
- If your address has been occupied for less than 12 months we'll require proof of previous occupancy.
- •2 utility bills as proof of address.
- A landline telephone number.
- Photo id.

Insurance:

You will need to supply proof of an 'All Risks' insurance policy or we can offer insurance @ 20% of hire costs. (subject to company discretion, minimum insurance cost £50 plus deposit of £250 to cover insurance excess).

Note:

- A deposit may be required. (subject to company discretion).
- All forms of id need to be originals not photo copies.
- We require 24/48 hours notice to allow sufficient time to process the hire and all the checks.