



## Traffic rules and procedures

### Rules and procedures for any equipment or plant being delivered to Excel London.

- All vehicles must report to the Traffic Office.
- All equipment must be registered and documented.
- A hire company name and phone number must be given.
- A contact name, company name and phone number of hirer must be given.
- All equipment has one additional day to be collected from off-hire date.
- There will be a charge of £100.00 per piece of equipment per day that runs over the time specified.
- Any equipment will not be left on site if these terms are not agreed.
- Any equipment or plant arriving before event day without permission will be charged £30.00 per piece of equipment per day.

Equipment dropped	
Equipment serial no.	
Date of delivery	
Date of collection	

### Driver's agreement to abide by rules and procedures above:

Driver's name: \_\_\_\_\_

Driver's signature: \_\_\_\_\_

Company name: \_\_\_\_\_