# **Vehicle Storage Policy**

#### 1. Scope

This policy applies to all vehicles left in our care for repair, servicing, recovery, or movement.

#### 2. Payment Terms

- For standard jobs: Invoices are payable immediately upon completion of work, unless otherwise agreed in writing.
- For projects exceeding two (2) months in duration: A staged payment structure applies.
  - 50% deposit is required before commencement of work.
  - 50% balance is payable upon completion, prior to release of the vehicle.
- Vehicles will not be released until all outstanding balances are settled in full.

#### 3. Storage Charges

- Vehicles not collected, or held due to non-payment, will incur a storage fee.
- Storage rates:
  - £40.00 per day (plus VAT, where applicable) for external (outside) storage.
  - £75.00 per day (plus VAT, where applicable) for internal (indoor) storage.
- Charges begin **24 hours after notification** that the vehicle is ready for collection or after a scheduled movement is cancelled due to non-payment.

#### 4. Calculation of Charges

- Charges are applied **per calendar day** (not per 24-hour cycle).
- Storage charges continue to accrue until full payment is received and the vehicle is removed from our premises.

### 5. Responsibility

- The customer remains responsible for the vehicle while in storage, except for loss or damage caused by our negligence.
- Insurance of the vehicle remains the customer's responsibility unless otherwise agreed in writing.

## 6. Lien & Right of Retention

• In accordance with applicable law, we reserve the right to retain the vehicle until all outstanding charges (including storage) are paid in full.

#### 7. Communication

- Customers will be informed in writing (email or letter) when storage fees begin to apply.
- Failure to respond or settle outstanding charges may result in further legal action to recover costs.