

1st November 2019



Dear Customer

As we approach the Christmas Holidays, Skipton Hire Centre would like to give you notice of our proposed arrangements over the festive period across our depot network:

- **Tuesday 24th December:** All Depots Close at Midday
- **Christmas Day, Boxing Day & New Years Day:** All Depots Closed
- **Open: Skipton Depot only** – Friday 27th, Monday 30th and Tuesday 31st December (8am to 5pm)
- **Saturday 28th December:** All Depots Closed
- **All Depots Re-Open:** Thursday 2nd January 2020 - 7.30am

There will be no charge for Plant and Small Tools which continue 'on hire' during our shutdown period, these will automatically be suspended for the following dates:

- Wednesday 25th December 2019
- Thursday 26th December 2019
- Wednesday 1st January 2020

Non-Mechanical items such as Acrow Props / Site Fencing / site generators etc. **will remain on hire** during the Christmas shutdown period.

If you wish to retain equipment there is no need for specific instructions to us as we will automatically suspend hires for our published closure dates, however, please ensure you are adequately insured for Theft or alternatively have taken our Hire Guard Insurance, as unfortunately there is always a spike in Site theft over the Christmas Shutdown period and the Hirer is still responsible for the equipment during the suspension.

PLEASE NOTE

If your shutdown period differs from ours please complete the details below and send back by email to accounts@shc.co.uk or by post to SHC Hire Centres, Carleton New Road, Skipton, BD23 2DE. All allowances will be automatically calculated where appropriate, for the Christmas and New Year period.

If you require Plant to be collected, please 'off hire' in the usual way (obtaining an off-hire number) and allow at least 5 days for us to organise collection as this will be a particularly busy time. If, for any reason, we are unable to collect, you can of course return equipment to any of our depots up to and including **Tuesday 24th December 12 noon.** Naturally you will be responsible for all items which remain on your site.

Thank you for your co-operation; we would like to thank you for your business throughout 2019 and hope 2020 is a prosperous year for us all.

Wishing you a Merry Christmas and Happy New Year.

Neil Bravery
Managing Director

Customer Name & Account Number: _____

We are closed on the following days over the Christmas and New Year period:
