

# CORPORATE EVENTS

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## PRODUCT CATALOGUE



**NATIONAL EVENT HIRE**

*whatever it takes*

FREEPHONE 1800 579 579

[www.nationaleventhire.ie](http://www.nationaleventhire.ie)



If you've been assigned the job of organising an event for your company, then you've come to the right place. National Event Hire has the experience and expertise to set up and manage any kind of corporate event throughout Ireland. We do whatever it takes to make sure that your event is a cut above the rest!

If it's a conference, exhibition, seminar or product launch National Event Hire can help you stage the perfect event. It's what we do day in and day out and our systems and processes mean that we'll take care of the details and make sure that all the bases are covered.

*'From the minute that you make the call to the minute the product is actually delivered & taken away right across the board there is a standard & consistency – they seem to operate off the same high level'.*

*Donal Caffrey, A.I.B. Catering*



## CORPORATE EVENTS PRODUCTS



**BEIZE CLOTHS**



**RED CARPET**



**STANCHION POLE**



**LECTERN**



*The products featured represent just a sample of the huge range of products that National Event Hire has in stock that are suitable for corporate events. Our customer service representatives would be delighted to discuss our product range in more detail with you.*



## OUR PROCESS

At times planning an event can be a highly stressful exercise. There are always 101 things to do and never enough time to get to everything. At National Event Hire we always strive to simplify and streamline our process so that you know exactly what should happen when. We have designed a process wheel to walk you through the steps that we take to ensure that your event is the talk of the town.





## CONTACT

### CUSTOMER SERVICE CENTRE

Unit 14, City Link Business Park, Forge Hill, Cork

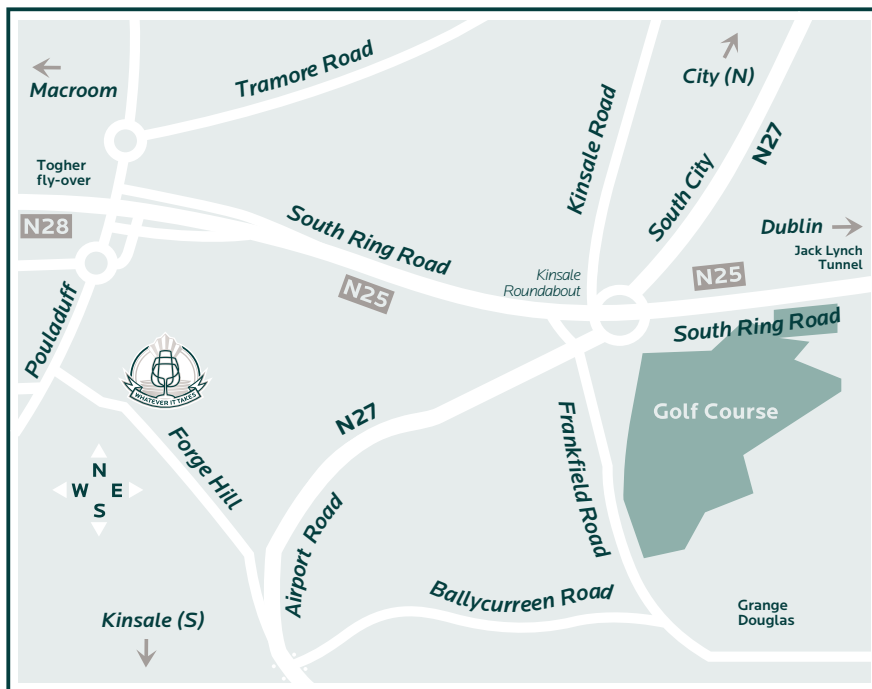
Freephone: 1800 579 579 Fax: 021 431 9799

Email: [info@nationaleventhire.ie](mailto:info@nationaleventhire.ie)

Web: [www.nationaleventhire.ie](http://www.nationaleventhire.ie)

### DIRECTIONS

- On N25 South Ring Road (from North/East/West) you meet the Kinsale Roundabout
- Take the exit for Cork Airport / Kinsale
- Travel up the Airport Road until you approach a set of traffic lights
- Stay in the far right lane and at the traffic lights turn right down Forge Hill
- Travel down the hill for approximately 1km until you see City Link Business Park on your right hand side
- Drive into the main entrance and we are located in unit 14 on the right hand side





**Responsibility for Goods**

Once the goods on hire have been signed for by the client (or his/her representative) then the goods become the full responsibility of the client until such time as they are returned to company premises/collected by a company representative

Signature by the client for goods (on delivery and collection documentation) constitutes agreement to the range and volume supplied and returned and cannot be disputed by the client at a later date once goods have been returned to the company

Any difficulties encountered by the client must be reported immediately to the company. Discounts sought on the basis of difficulties encountered but not immediately reported to the company will not be entertained

**Hire Period**

The standard hire period for goods is a 48 hour period only. Goods held by the client for longer than this period (unless agreed in advance with the company) will result in extra charges being added, at the standard rate of hire

**Wash up Service**

All goods hired by the company are ready for use by the client and must be returned in the same condition. If goods are returned in an un-clean condition, a charge for wash-up of goods will be applied. If required, a wash up service is available and can be quoted for at the time of placing the order with the company

**Transport Charges**

A nationwide delivery and collection service is available and the cost of same can be quoted for. This charge is subject to the volume of goods ordered and client location. Goods can also be collected and returned to company premises (within office hours) at no cost to the client. In this instance, please note that a large vehicle (SUV; jeep; van etc) may be required depending on the volume of goods ordered

**Payment**

Credit card details are necessary to secure the booking of all orders placed and pre-authorization will be taken at the time the card details are supplied

Full and complete payment is required (plus a deposit to cover additional costs which may be incurred) in advance of goods being signed over to the client. Unless full and complete payment is received, National Event Hire reserves the right to refuse goods to the client

Any orders cancelled by the client in the 72 hour period prior to the scheduled delivery date will be subject to a 12% fee to cover administration and operations costs. This will be deducted from the credit card supplied

Orders placed and delivered to client premises and cancelled at the point of delivery will incur a full charge. Similarly goods delivered and not used by the client will also be subject to the full hire charge quoted

A credit account (with pre-determined credit limit) can be set up subject to strict terms and conditions for payment. This application will be subject to approval by the company's Finance Department (a credit application form is available) and credit references will be sought

**Additional Costs**

Goods hired to the client are checked at the client location and at the company premises. Any missing goods or goods which have been damaged during the hire period are the full responsibility of the client and will be charged for as per the replacement cost of the goods

A charge will be applied if the company representative appointed to collect the goods from the client premises has to spend time assembling the collection (i.e. if goods are dispersed around the collection site). This charge will be subject to an hourly rate

**Full terms and conditions apply to all transactions**