



WORKAID: The Old Boot Factory, 71 Townsend Road, Chesham, Buckinghamshire, HP5 2AA
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Terms and Conditions

Workaid supplies tools, machines and equipment to community projects, self-help groups and vocational training centres in Kenya, Uganda, Zambia and Tanzania (referred to in the rest of these terms as “Projects”).

The tools, machines and equipment are not new but have all been refurbished, repaired and serviced and are supplied in good working order but no warranty is given as to their fitness or suitability for any particular Project. Workaid is not responsible for any failure of the equipment or its maintenance.

Workaid can only supply tools and equipment that are available in our workshop at the time of packing a consignment for any Project.

The goods are supplied free of charge to approved Projects but on the following terms and conditions:-

1. Workaid pays all the shipping and handling charges incurred in shipping goods to our country partners. Projects are responsible for all the costs incurred for transport, travel, insurance, and accommodation to collect their consignment from the Workaid country partners.
2. All equipment supplied is the property of the Project and not any individual.
3. The Project must keep an up to date inventory of all the equipment supplied. The inventory should make it clear if an item is lost or damaged.
4. The Project must store all the equipment in a safe and secure place.
5. The Project must look after all the equipment to keep it in good working order.
6. The Project should keep a register of attendance of all trainees or members.
7. The Project is responsible for all training and proper use of the equipment.
8. The inventory of equipment and the register of attendance must be made available to the Workaid representative when asked to do so.
9. Workaid reserves the right to retrieve any equipment not being used by the Project or in the event of the Project ending or being in breach of these conditions. In this case the local representative will be given the authority to retrieve the equipment.
10. Workaid is indemnified by each Project in respect of any injury or death caused by the use of any equipment supplied.
11. Projects must submit Project Progress Reports to the Workaid local representative and to Workaid 6 months, one year, and 18 months after starting to use the equipment or at such times as may be required by Workaid or their local representative.
12. Workaid shall be entitled to use all written material and photographs received from the Project or its members in promotional and advertising material without breach of copyright.
13. In the event of any dispute which cannot be resolved amicably between the parties then the matter shall be referred to the Courts of the United Kingdom whose laws shall govern these terms.

Cont.



Please read the above terms and conditions and then sign and return a copy of this document to Workaid.

I/We hereby agree to abide by the Terms and Conditions relating to the supply of refurbished tools, machines and equipment to our Project by Workaid. We agree to submit a detailed Project Progress report, as stated above, to show how the support from Workaid has enabled the Project to develop.

Name of Project: _____

Reference number: _____

Signed by: _____

(Chairman) Print name: _____

Signed by Committee member: _____

Print name and position: _____

Signed by Committee member: _____

Print name and position: _____

Date: _____