



## **How to Order Your Central Vacuum System - Terms & Conditions**

### **This Quotation is valid for 30 days from date of issue**

We require 7 working days notice and written confirmation to process your order.  
Please complete and return the enclosed order form by fax or post.

### **Invoicing**

On receipt of your order a pro-forma invoice will be issued to cover the total cost of the materials.

### **Payment of Materials**

For supply only, the total amount must be paid in full for goods to be handed over.  
Cheques should be made payable to "Paragon Systems (Scotland) Limited"  
Supply & Installation = 50% payable on completion of 1<sup>st</sup> Fix; Remainder on Completion.

### **Vat on New Private Dwellings**

When Paragon Systems supply & install the central vacuum system in a **new** private dwelling and the owner invoiced, this can be zero rated.

Tools are charged at current VAT rate.

### **Drawings**

On acceptance of the quotation for a supply only, drawings will be returned duly over marked with the recommended/suggested location of the power unit and inlet positions.

### **Installation by Paragon Systems Includes:**

One Visit to 1st Fix Installation of the Pipework (around 1st fix of plumber/electrician before ground floor flooring is laid)  
Second Visit to complete inlets and test power unit. Demonstrate on Use, Care & Maintenance to Customer if Available.

### **Installation by Paragon Systems Excludes:**

13-amp socket by power unit - note 13Amp Power Point not to be spurred.  
Any trenching of pipework from Garage to House  
Any builder work.

### **Guarantees**

The Power Unit is guaranteed against manufacturing defect - excludes excessive wear and tear.  
Tools are guaranteed for 1 year against manufacturing defect.

### **Call Out Charges**

Should a call out be deemed necessary - the above guarantee applies to all relevant equipment supplied by Paragon Systems.  
Should the fault to be found to be of a building nature and not the fault of the cvs installation, the fault to be advised to the contractor/customer. Paragon Systems shall duly raise an invoice for time travel and/or equipment required.

## Order Form – Central Vacuum System

**Paragon Systems (Scotland) Limited**  
**Corbie Cottage**  
**Maryculter**  
**Aberdeen AB12 5FT**

**Tel 01224 735536**  
**Fax 01224 735537**

We must be in receipt of your confirmation for your order to be processed  
To assist in prompt delivery of your system, we require minimum 7 days notice.

Project / Quotation Reference No : \_\_\_\_\_

Date System Required (if known) : \_\_\_\_\_

Name & Address (for Invoice Purposes) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number : Day \_\_\_\_\_ Evening \_\_\_\_\_

Site Delivery Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Accessories Required: Metal Inlets -state Brass/Bronze/Other \_\_\_\_\_  
Remote Control Hose \_\_\_\_\_  
Additional Tool Kit Standard or Deluxe \_\_\_\_\_  
Car Valet Kit \_\_\_\_\_  
Turbo Brush or Other Tool \_\_\_\_\_  
Vacpan + Trim\* \_\_\_\_\_  
\*Note additional fittings reqd.

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**By signing below, I hereby agree to the above Terms & Conditions.**

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_

**Print Name** \_\_\_\_\_