



Shredding

Terms & Conditions

The CUSTOMER SERVICE AGREEMENT between Squab Ltd & 'The Customer'

In consideration of the promises set forth in the agreement, the parties agree as follows:

1. Squab services

Squab Ltd will provide the following services to the 'Customer'.

- 1.1 Materials. Squab will provide & secure destruction sacks for the transportation and storage of Customer's Confidential Materials.
- 1.2 Certification. At the conclusion of each destruction, a certificate will be made available on request by the customer.
- 1.3 Document Disposal & Recycling. Squab will recycle all shredded material.
- 1.4 Squab will ensure that all waste is shredded in such a manner that it is unreadable.

2. Definitions

For purposes of this agreement, the terms set forth will have the following meanings:

- 2.1 A 'Certificate of Destruction' is a document that Squab provides to the Customer as confirmation that the Document Destruction Process as described in section 1.3 has been completed with respect to certain Confidential Materials.
- 2.2 'Confidential Materials' are any materials, including documents, that are placed within sacks submitted to one of the Squab sites
- 2.3 'Confidential Information' belonging to the Customer means all information (whether written, oral or in electronic form) concerning the affairs of the Customer that Squab obtains or receives as a result of the discussions leading up to, or on entering into, the performance of the Agreement.
- 2.4 'Shredded Material' consists of the waste material produced by Squab mechanical shredding devices during the Document Destruction Process.

3. Contents of Waste

The Customer warrants that the waste will not contain plastic, food or any hazardous concentrations of any noxious, poisonous or polluting substances. Squab has the right to refuse to collect/receive such items.

4. Service Fee

The Customer will pay the agreed charges for the confidential destruction service in advance, at the point of booking the service.

5. Excused Performance

Squab will not be in breach for failure to comply with the provisions of this Agreement where Squab's failure is due to circumstances beyond Squab's reasonable control including, without limitation, strikes, wars, riots, civil commotion, fires, adverse weather, natural disasters & acts of government.

6. Squab

Squab will keep confidential all Confidential Information of the Customer it receives or gains access to, save to the extent it is required to disclose the same by a court of competent jurisdiction.

7. Assignment

The Customer will not assign this agreement without the written consent of Squab.



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