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| **Immediate Ice Order Form** | [**www.immediateice.com**](http://www.immediateice.com) |
| Tel: 01344 842906      Fax: 01344 845063 | Email:enquiries@iceimmediate.com |
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| Name & Address |
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| Post Code |

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| Date |
| Order Contact |
| Telephone |
| Fax |
| Email |

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| **Event Details:** |
| Event Date: |  |

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| Delivery | 9-10am | 10-11am | 11-12am | 12-1pm | 1-2pm | 2-3pm | 3-4pm | 4-5pm | 5-6pm | 6-7pm | 7-8pm | 9-10pm |
| Please Tick Box |   |   |   |   |   |   |   |   |   |   |   |   |

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| Venue Address    |   |
| Venue Contact |   |
| Venue Telephone No |   |
| Mobile Number |   |

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| **IMPORTANT** Your order will be produced to the information placed on this form so please ensure that you have correctly filled this out to avoid disappointments. Please circle if you require the following added to your order:

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| Do you require a drink luge on your Sculpture? | Yes / No |
| Do your SMALL table centres require lighting at £3.00 each? | Yes / No |
| Do you require lighting for your main sculpture £15.00 each? | Yes / No |

**PLEASE SELECT A LIGHTING COLOUR: WHITE / RED / BLUE / GREEN** \* |

**Ice Cubes 12 Kilo bags (pillowcase size)**

**Crushed Ice 12 Kilo bags**

**Dry Ice 10 Kilos (pellets / slices / blocks)**

**Ice Bar Blocks – 23 cms x 25 cms x 50 cms**

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| **Order Details:** |
| Quantity | Description | Price £ |
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| Delivery Charge |   |
| Lighting \*Please specify colour |   |
| **Total Payable** (including VAT) |   |

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| **Please note:**a) Standard sculptures/ luges of 1 metre or more, are supplied with drain trays free of charge. b) Small table centres only use Octagonal Drain trays @ £10.00 hire each; this cost is fully refundable on return of undamaged tray.c) Lighting units are tiny LEDs, activated during set-up and disposable after the event.**Payment Terms**50% deposit payable at time of order – non refundableBalance payable by Cash or BACS 7 working days prior to deliveryCheques should be made payable to Ice Immediate Ltd Payment Accepted: Cash or BACS only |

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| **Payment Details:** |
| Deposit Payment | **£** |  Date Paid |
| Balance Payment | **£** |  Date Paid |
|  \* Delete as appropriate |

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| I/We confirm that this contract has been read carefully, including the Terms & Conditions below and agree they will be strictly adhered to. |

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| **SIGNED**  | **DATE**  |

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| Please keep a copy of this order and contract for your recordsPlease return both pages of this order and contract form to:Immediate Ice LtdGlenfieldHurst LaneEghamTW20 8QJ |

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| TERMS & CONDITIONS:GeneralDeliveries should be made 60-90 minutes prior to viewing/guests arriving, we are happy to advise* We endeavour to make all deliveries on time.  However, Ice Immediate Ltd takes no responsibility, nor will we pay any compensation, for lateness due to circumstances beyond our control
* Our payment terms relate to customers without credit account facilities
* Sculptures and luges generally weigh approximately 15 stone (135kg) unless otherwise stated.  They must therefore be placed on a sturdy four legged table. DO NOT USE FOLDING OR TRESTLE table OR tables WITH ONE CENTRAL SUPPORTING LEG AS THIS IS VERY DANGEROUS. Ice Immediate Ltd cannot accept liability for any injury arising from the misuse of sculptures or luges once delivery has been accepted and signed for.
* It is the responsibility of the customer to ensure that a container is made available for the collection of melting ice from the drain tray and to dispose of the sculpture or luge at the end of the event unless otherwise agreed
* Any problems relating to a sculpture or luge must be reported within 3 hours of delivery. We cannot accept complaints after that time
* Sculptures and luges should not be set up in direct sunlight as this can cause cracking
* Cancellation charges apply
* Sculptures and luges should be dismantled no more than 7 hours after set up.

**Luge Information*** Luges are designed to be used with alcohol. This ensures that the channel does not freeze. They can be adapted for use with soft drinks.  Please advise us at time of order.
* Before use the wire insert in the channel must be removed
* The luge must never be used straight from the freezer.  It should be left for approximately 60-90 minutes to avoid cracking
* Due to the varying nature of designs the drink run may either a surface or internal channel
* Luges are designed to be used as “free pour”
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