



# Signs Scott

signage, display & print solutions...

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## QUOTATION

Ref No. REF6104/2  
Dated 22/06/2017  
Contact Ian Mobsby  
Tel 0207 701 3468  
Fax \*\*

Ian Mobsby  
St Luke's Church - Peckham  
Chandler Way  
Peckham  
London  
SE15 6LU

Dear Ian

Thank you for your recent enquiry. Our quotation includes all design work, manufacture & delivery. I have also shown where applicable optional extras that may be of interest to you, i.e. Protective Face Film and our Nationwide Signage Installation Service. We are passionate about the quality of our products, service and our prices. However in the unlikely event that you receive a cheaper quotation for the same or similar products then please contact me and I will do my very best to review our quotation and if possible make alternative recommendations. I have pleasure in quoting as follows:

### Re : St Luke's Church - Peckham

Item	Qty	Description	Unit Price	Total
A	1	Premium 4/A2 Version - 1102 x 729mm Two Door Portrait Display Version, 2 x APA2 Notice cases with Powder Coated Magnetic Inserts, 4mm Impact Clear Glazing, Fully Locking (2 x keys per case), Shaped Header Panel, Mounted on 2 x D Shaped Mono Style Posts 3m Length, Powder Coated to any standard colour with Images / Text / Logo's fitted / applied / printed as required.	£1,475.00	£1,475.00
B	2	1500 x 600mm Post Mounted ACM Box Tray Sign - 50mm edge returns - Face and edges faced to any standard colour with Images / Text / Logo's applied / printed as required. This sign comes complete with pre-drilled fixing holes to both bottom and top edges, 2 x 76 x 3000mm Round Posts, powder coated to colour stated.	£560.00	£1,120.00
C	1	SHIPPING - If your order is supply only - When Complete - Next Day Delivery via Tuffnells Parcels Express	£12.00	£12.00
D	1	***** OPTIONAL EXTRAS - (If Required) - SHOWN BELOW *****  I have shown these optional extras as part of our overall quotation. If they are not required then simply deduct the amounts shown from the Sub Total. If you have any questions please do not hesitate to contact me.	£0.00	£0.00
E	1	Optional Extra - (IF REQUIRED) - Protective Face Film (PFF) - PFF is a clear UV protective film applied to the face of your signs during the manufacture process. PFF helps protect your signs against UV degradation, attack by spray paints, solvent & water based marker pens, airborne salt and sea spray, mischievous little fingers and everyday dirt and road grime (Please Note - If PFF is not required simply deduct the amount opposite from this quotation)	£259.50	£259.50
F	1	Optional Extra - (IF REQUIRED) - Installation - We offer a	£590.00	£590.00

Item	Qty	Description	Unit Price	Total
		nationwide installation service using our own teams of fully trained and insured sign fitters - This charge includes travel to and from your site - The installation of your new signage including all materials required. If you do not require installation simply deduct the amount shown opposite from this quotation - Please Note: If you require your old signage removed by us prior to the installation of your new signage we reserve the right to reasonably charge you for the time taken to dismantle, removal from site and the licensed disposal of this waste.		
G	1	Optional Extra - (IF REQUIRED) - Removal of Wastage - If you would like us to take away any excess wastage ie. Soil, Rubble or Existing Signage. PLEASE STATE WHEN ORDERING IF THIS SERVICE IS REQUIRED.	£15.00	£15.00

<b>Sub Total</b>	£3,471.50
<b>VAT</b>	£694.30
<b>TOTAL</b>	£4,165.80

If applicable to your enquiry, I have included the options to include Protective Face Film (PFF) and the Installation of your new signage. If these items are not required simply deduct the amounts shown from this quotation. If you have any questions concerning this quotation or any colour proofs supplied please do not hesitate to contact me.

This Quotation Is Valid For a Period of 60 Days

Kind Regards



Kerry Sellen



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Colour Swatches

Code	AS12	AS06				
Colour Swatches						

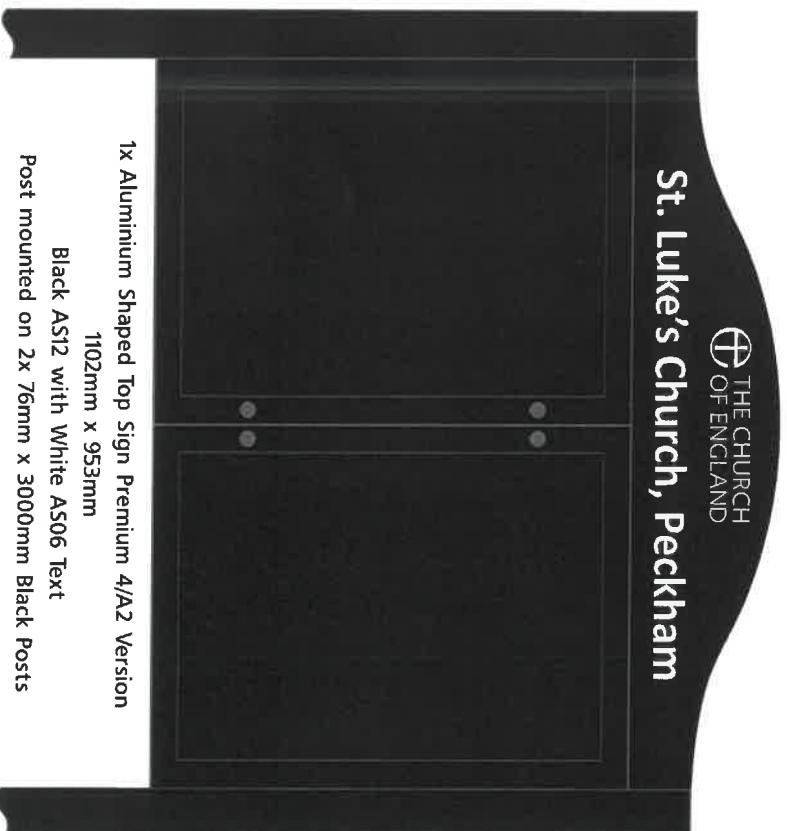
Reference: **St Luke's Church - Peckham**

Job No: **1294-048**

Date: **22/06/17**

Page: **1 of 1**

*If You Wish To Make Any Amendments / Changes To This Artwork Clearly Mark Them On This Proof Sheet and Return To Us At The Address Overleaf*



Please Carefully Read The Notes Overleaf Before Returning Your Proof Approval

# PROOF

Approved By:

Name & Position:

Dated:

Please Amend As Marked On Sheet

Protective Face Film Required:  Y  N

Installation Required:  Y  N

**Important - Please Carefully Check the Artwork Visual and Product Description Above**

Carefully Check that all spelling, punctuation, fonts, colours, sizes, spacing, post lengths, quantities and that the materials to be used are correct. You are checking the whole proof and not just any amendments or changes that have been made from previous proofs. Please ensure that everything is exactly as you want it to appear on the finished product.

**If you require any further amendments please let us know**

After receiving your signed proof approval we will be manufacturing the products exactly as they are shown so please be aware that any errors or omissions will not be entertained where signs are manufactured according to the signed proof sheet.

## Important - Please Read Carefully Before You Place Any Order:

### Types of Materials Used

#### Aluminium

Our materials of choice are Aluminium or Aluminium Composite. Aluminium is remarkable for its ability to resist corrosion, for its structural strength and for its lightness due to its low density. Aluminium is the material of choice for both inside and outside use in signs, especially in high usage areas such as Schools, Churches, Nurseries, Colleges, Academies and Universities. It is very tough, it will look good for many years to come, it does not rot, rust or break. It is safe to use and to be around, and it can be recycled at the end of its life.

#### Aluminium Composite Material (ACM)

ACM is a man made composite board comprising of two layers of aluminium with a plastic or polypropylene core. It is lighter than aluminium and it has no resale value although it can be recycled into other products. It can be used as a replacement for solid aluminium for most uses and locations. Like solid aluminium, it can be routed cut, machined, folded and fixed. It is available in an extended range of colours and finishes such as a "machined brushed face" where it appears very similar to brushed aluminium.

#### Aluminium Posts

Our posts are manufactured from Extruded Aluminium. Quite simply they provide a safe option and better value for money than either timber or steel posts. Extruded aluminium posts will not rot, rust or split, whether buried and concreted into the ground or exposed to the elements. Our aluminium posts are supplied in a painted grey finish and can be supplied in single lengths of up to 6,000mm.

For a small additional charge our posts are also available in a range of diameters to suit different panel sizes and locations. Our aluminium posts can also be supplied in a range of powder coated gloss colours to BS or RAL colours to match or contrast to the face of your new signs. (Extra charges would apply) Further details can be found in our latest product guide or online at [www.schoolsigns-uk.co.uk](http://www.schoolsigns-uk.co.uk)

**Important - Please Note - Our signs are offered in a range of standard post lengths to suit the size of the sign. On occasion larger diameter or a longer post lengths may be required to install your new signs above a tall hedge, metal gates or railings etc. On these occasions it is very important that before you place your order we are informed of this obstruction so we can advise on the correct diameter or length of post required along with any additional costs involved. Failure to notify us of any obstruction will mean that standard length posts are supplied and Signs Scott Ltd accept no responsibility whatsoever for any additional costs charged by us in replacing or installing the correct size posts.**

#### Glass Fibre Reinforced Plastic (GRP)

We use GRP panels to make a range of traditional signs that appear similar to wooden signs but without the maintenance that timber requires. We use modern production methods and materials to produce a range of long lasting moulded Glass Resin Signs.

The moulded edges is available in two profiles depending on the style of the sign and these signs are finished to a gloss finish in a range of standard RAL colours. They are available, wall mountable, with a railings or metal fence fixing kit or with extruded aluminium posts.

#### Acrylic Signs

Can also be known as Perspex signs. Acrylic signs can be used for a wide range of internal or external applications. Acrylic is available in a variety of thicknesses and colours. It is commonly used for welcome signage, directories or corporate signage in office or reception areas. The most popular uses are for 5mm or 8mm thick, clear acrylic panels that are wall mounted using stylish chrome stand off mounts. Text, logos or your message is applied to the reverse. Acrylic signs are clear signs but if required a flood coat can be applied to the rear face, giving a etch effect, coloured or full colour image behind the face of the signs.

#### Printed PVC Banners

The external grade banner material of choice is 440gram nylon re-enforced PVC, that is fire regulations compliant. The image is printed to the front face of the banner using solvent based UV resistant inks. The banners are hemmed and have brass eyelets fitted to allow the banner to be safely supported. Signs Scott Ltd offer a wide range of sizes or we can manufacture to any bespoke size to suit your particular requirements.

#### Protective Face Film (PFF)

PFF is a thin optically clear protective film that is offered at additional cost. Fitted to the face of signs during the manufacture process it has high UV protective properties that also help to protect your signs against attack by spray paints, solvent and water based marker pens, airborne salt and sea spray, mischievous little fingers and everyday dirt and road grime.

#### Working at Height

Prices quoted for our standard wall mounted signage assumes that the signage is to be fitted to a suitable flat walled surface at a height no greater than 3,500mm with clear and safe access below. If your signs are to be installed at any height above 3,500mm then for health and safety reasons additional access equipment would be required to safely install your signage. This additional access equipment can be supplied by us but at extra cost to you. It is important that you inform us of this requirement before we attend your site. Failure to inform us would result in extra costs being incurred. Signs Scott Ltd accept no responsibility whatsoever for any additional cost to hire this equipment or to attend your site for a second time. - This is your responsibility so please confirm this with us before you place your order / or we attend your site to undertake any works. If you require signage fitted to a Pebbledash surface please contact us before you place your order.

### Signage Fitting & Fixings

We offer a nationwide signage installation service using our own teams of fully qualified and insured sign fitters. We operate a simple pricing policy that means we charge for travel to and from your site, the time taken to actually install your signs and for all the materials required to safely and securely install your new signage. Any prices quoted do not include any additional costs that may be incurred for any access equipment or for any extras that may be asked for over and above our original quotation.

**All our signs come complete with all the fixtures and fittings required but at times additional information will be required from you to ensure that there are no delays with your order. ie post or railings sizes.**

For Example: Signs to be fitted to existing gates, posts, fencing or railings. In these instances we would require from you simple measurements to ensure that the correct fixings are supplied with your signs. The majority of existing gates, posts and railings are either square or circular in shape. We would require the front surface measurement or the diameter of the vertical bar. In many cases our existing customers prefer to take simple measurements along with a digital photograph which they email to us to help us identify the correct fittings to be sent. Supplying this information at the initial order stage can speed the order process. If we have any queries concerning fittings one of our production team will contact you before your goods are despatched

### Working Hours

Our usual hours of work are 08.30 - 17.30. Our sign installation teams will often leave early in the morning to ensure they reach site at a time that will allow them to complete each job the same day. We cannot be held responsible for any traffic delays they encounter whilst travelling and subsequent delays in reaching site. Whilst on site our installation teams will ensure that the area they are working in is kept clean and safe. The majority of our work is in and around Schools across the UK. In this environment safety is of paramount importance. Therefore for Health & Safety reasons it is the Schools responsibility to ensure that they make prior arrangements to exclude pupils from the areas where we are expected to work. We appreciate that this is not always possible so our sign installation teams have been instructed to stop all work to allow safe passage or to clear an area if requested. If at all possible our installers will take their breaks and stop work to coincide with the day to day routine of the school. Signs Scott Ltd reserve the right to charge extra for any periods that we are asked to stop work which extends the time taken to install your new signage over and above any price quoted.

### Delivery

You will be contacted by either email, fax or telephone before we despatch goods to you. We use a next day delivery service. Your delivery can be at any time between 07.30 - 17.30. We all work very hard to ensure that all goods are packaged securely to ensure that they arrive safely. As a company we insure all goods against damage in transit despatched from Signs Scott Ltd. When your packages arrive you will be asked to sign for them by the delivery driver.

**All goods MUST be thoroughly inspected for any damages BEFORE signing the carriers delivery note.** Damaged items including packaging must be annotated on the delivery note and signed for "as damaged". By signing the delivery note without actually checking the goods for any physical damage you are signing not for the actual number of packages received but that the goods have been received in "good condition". The delivery driver should wait for you to check the goods for damage but in any instance they refuse to wait then insist that you sign for the delivery as "received damaged". Simply signing as "unchecked" or not actually checking the goods for physical damage is not acceptable and will invalidate any insurance and therefore no claims for any subsequent damage found can be entertained.

### Contact Us:

If you have any questions or queries about this proof sheet or our quotation please do not hesitate to contact us where one of our team will do their very best to help. A full set of our terms and conditions are available on request. E&EO



Sales / Enquiries:

**01732 770 775**

Facsimile:

**01732 770 885**



Email:

[schools@signsscott.co.uk](mailto:schools@signsscott.co.uk)  
[churches@signsscott.co.uk](mailto:churches@signsscott.co.uk)  
[office@signsscott.co.uk](mailto:office@signsscott.co.uk)



By Post:

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*"Working in partnership with UK Schools & Churches to provide high quality yet functional signage, display & print solutions at competitive prices"*