

A.S.K Pearcey Ltd

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ASK Pearcey-External Rates 2011

These rates are applicable from February 1st 2011 for a period of 12 months unless otherwise agreed by a director of ASKP Ltd in writing.

1/ Retainers -£350/Month

A retainer is a monthly payment which allows the customer access to time with an engineer on an as needed, casual basis. It is the advised option for customers who may require frequent, small items of work undertaken or a need for advice on a regular basis.

The sort of work that you can expect under a retainer includes: Review of documents by others with remarks, quick designs or sketches of potential solutions to allow a customer to quote a project, questions regarding best practice, legislation, quick searches for data or information and general advice on air pollution or other environmental issues.

Note: The retainer system is for general enquiries and short pieces of work which can be quickly undertaken. Having a retainer does not guarantee the customer allocated time and there is no obligation to meet deadlines that may arise in association with blocks of work.

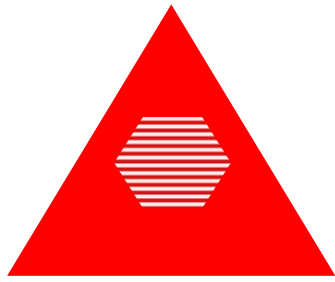
A retainer does not include for out of office work or travel. Any work which requires travel away from the office must be booked at the retainer day rate (shown in the table in the next section).

It should also be noted that information and designs given under a retainer are for guide purposes only and not suitable for manufacture or full implementation. As such ASK Pearcey would not accept responsibility for any losses or failures that occur as a result of retainer based design work.

Retainers are booked in 3 Month, 6 month or 12 month periods. A significant discount is applicable to the standard daily rate if a customer is engaged in a retainer (see below).

2/ Daily Rates

The customer can book days for an ASKP engineer to undertake work. The "Deliverable" is the document or written item that is a consolidation of the work and will usually be a report, or similar document that encompasses the work and its findings. The scope of work will be agreed before order placement and the



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number of days required to complete the scope need to be booked under the one purchase order.

Where a site visit or inspection is required then often will be the case where at least 2 days will be required as there will be a need to complete the office based work after the visit.

A day is defined as 08:30 till 17:30. where travelling is required to and from a location and this can be achieved between the hours of 07:00 and 19:00 hrs then the travelling time will not be charged as extra. For each hour outside this time a discretionary sum of £12 per hour may be charged. Where travelling is required on days either side of the booked days, then these days will be charged in full at the appropriate daily rate.

Where ASKP are required to provide CAD drawings or Electrical Drawings then these will be produced at cost +15%. Any materials that are required in the course of a block of work will also be charged at cost + 15%.

The daily rate is given in the table below:

Standard Rate	Retainer rate
£550/day	£450/day

These rates exclude travel, subsistence, tolls, fares etc.

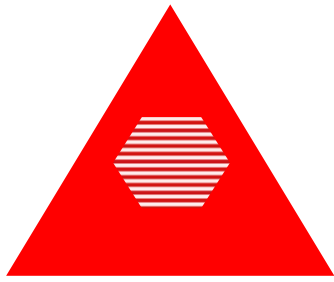
It should be noted that ASKP Ltd may be required to out source other professional services as part of a project. This may from time to time include professionals who's daily rate is in excess of the ASKP Ltd daily rate. Any outsourced labour is charged at cost +15%.

Major travel costs such as flights and accommodation are usually prearranged and booked by the customer with due consideration to the working hours described herein.

Where ASKP have had to arrange travel or accommodation then these will be charged at cost +15%.

All other sundries such as subsistence, parking and tolls etc are also charged at cost +15%.

Mileage will be charged at £0.55/mile. All mileage will be quoted as a lump sum and will be based on estimates using Route finders.



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3/ Invoicing

3.1 Retainer Invoicing:

No work will be carried out unless ASKP is in receipt of a valid written purchase order. The purchase order must be to the full value of the retainer period (e.g 6 months x rate or 12 months x rate). The invoices will be submitted on a calendar month basis for the monthly retainer value and will be paid within 30 days of the date of invoice. Late payment of invoices may result in interest being charged to the account and a freezing of the account until the outstanding monies are paid in full.

When a purchase order is sent to ASKP then an invoice will be generated and issued on the first day of the month that the retainer begins. This will then be due for payment at the end of that month.

Any customer wishing to enter into a retainer agreement is strongly advised to read the retainer terms and conditions found on our website. Alternatively contact us and we can forward you a copy. You should also read our general terms and conditions of sale which can be obtained in the same manner

3.2 Daily rate Invoicing

Upon receipt of the Purchase order ASKP will undertake and complete the scope of works. Once the deliverable has been generated then the invoice for the work and incurred expense will be sent with the deliverable. Where there is no written deliverable involved the invoice will be submitted after the completion of the booked days.

All payments are to be made within 30 days of invoice or interest payment may be levied. Late payment will also return the customer to full daily rates and invalidate any discount for the next month or until such time as the invoice is paid in full with interest, which ever is the longest.

All prices are Ex VAT

Any VAT will be charged at the prevailing rate at the time of invoice.

Full details of our terms and condition of sale are available on our website or can be made available upon request.