



### JL PCO LIMITED

Unit 1F Sandown Road Industrial Estate, Watford, WD24  
7UB Tel: 01923 372516 Email: info@jlpco.co.uk  
Company Registration No: 16975750

## HIRE AGREEMENT & STATEMENT OF LIABILITY

The Hirer agrees to hire the vehicle detailed below from JL PCO Limited ("the Lessor") and accepts full responsibility for the vehicle during the hire period. The Hirer shall be liable for any damage, loss, theft, insurance excess, PCNs, congestion charges, tolls, parking charges, speeding fines, penalties, or costs incurred during the hire period. The Hirer is solely responsible for ensuring that correct and valid insurance cover is in place for the vehicle at all times during the hire period. Failure to maintain appropriate insurance may result in immediate termination of this agreement and recovery of the vehicle. The vehicle must be returned in the same condition as supplied, fair wear and tear excepted.

### FREE 24-HOUR BREAKDOWN COVER

This hire agreement includes FREE 24-hour roadside breakdown cover for the duration of the hire period. Breakdown cover applies to mechanical or electrical failure only and excludes accidents, misuse, negligence, or malicious damage.

### ADDITIONAL LIABILITY (WITHOUT LIMITATION)

Without prejudice to any other provision of this Agreement, the Hirer accepts full liability for all losses, costs, and expenses arising during the hire period, including but not limited to loss of keys, tyre damage, vehicle damage, and tampering with any dashcam, tracker, immobiliser, or installed device. The Hirer shall indemnify JL PCO Limited against all losses arising.

### INSURANCE DETAILS

Insurance Provider	
Policy Valid From	
Policy Expiry Date	
Level of Cover	

### DEPOSIT DETAILS

Deposit Amount (£)	
Deposit Paid Date	
Deposit Payment Type	
Deposit Refund Timeframe	28 days after return (subject to checks)

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Hirer Signature

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Date

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Lessor Signature (JL PCO Limited)

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Date

**Conditions for Retention of Deposit:** The deposit may be retained in full or in part to cover any amounts owed by the Hirer, including (but not limited to): unpaid hire charges, early termination fees, damage to the vehicle, insurance excess or uninsured losses, PCNs and penalties (plus admin fees), recovery and storage costs, cleaning beyond fair wear and tear, or breach of this Agreement. 28 day termination notice in writing.

### PARKING FINES & ADMINISTRATION FEES

All parking fines, PCNs, congestion charges, tolls, and penalties incurred during the hire period are the sole responsibility of the Hirer. An administration fee of £10 per notice will be charged for processing each fine or PCN.

### ARREARS, TERMINATION & VEHICLE RECOVERY

If hire charges or any other sums due remain unpaid for a period exceeding fourteen (14) days, JL PCO Limited reserves full authority to terminate this agreement with immediate effect, recover and collect the vehicle without notice, and disable the vehicle where applicable. An early termination fee may apply. Any costs incurred in recovering the vehicle will be chargeable to the Hirer.

### RIGHT TO TERMINATE & VEHICLE COLLECTION (OWNER'S DISCRETION)

JL PCO Limited reserves the absolute right, at its sole discretion, to terminate this Agreement at any time and for any reason, with immediate effect. Upon termination, JL PCO Limited may collect, recover, or repossess the vehicle at any time, with or without prior notice. All associated costs shall be payable by the Hirer.

### HIRER DETAILS

Full Name	
Date of Birth	
Address	
Email	
Phone Number	
PCO Badge Number	
Driving Licence Number	
Licence Expiry Date	
National Insurance Number	

### VEHICLE DETAILS

Vehicle Registration	
Make / Model	
Vehicle VIN Number	
Hire Start Date	

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Hirer Signature

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Date

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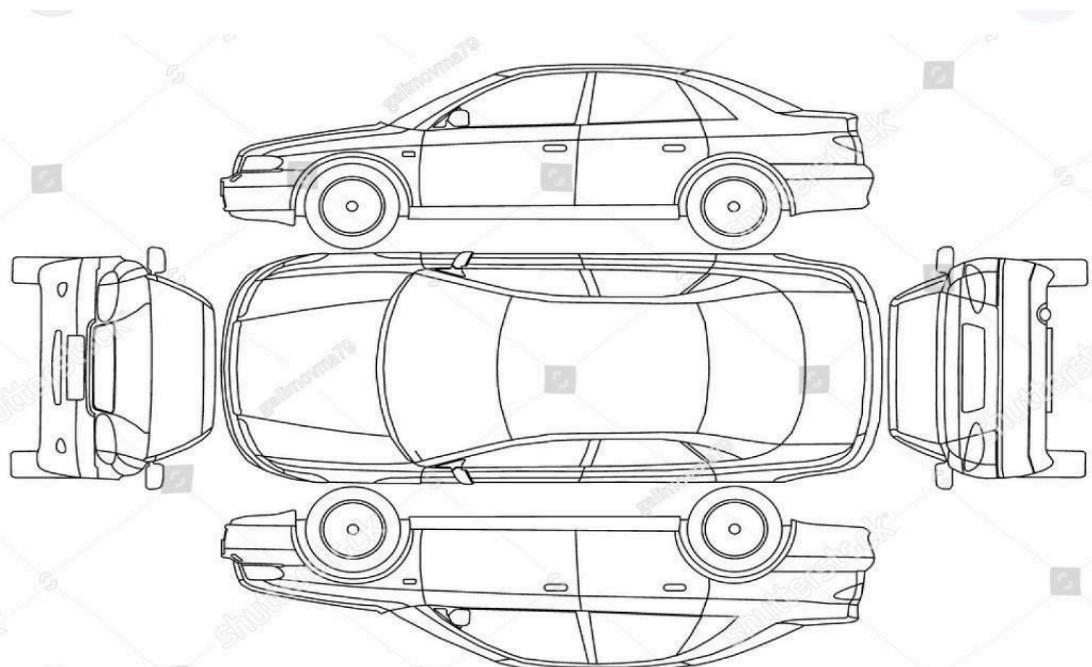
Lessor Signature (JL PCO Limited)

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Date

# VEHICLE CONDITION & DAMAGE RECORD

Please mark any existing damage clearly on the diagram below. Any damage not marked at handover may be treated as occurring during the hire period.



Damage Notes:

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Wheel locking nut \_\_\_\_\_

Immobiliser installed \_\_\_\_\_

Dashcam installed \_\_\_\_\_

Dashcam serial number \_\_\_\_\_

Puncture repair kit \_\_\_\_\_

## GDPR & DATA PROTECTION

JL PCO Limited collects and processes personal data solely for the purposes of administering this hire agreement, verifying identity and insurance, managing payments and deposits, complying with legal obligations, managing PCNs, and vehicle recovery where required. Data may be shared with insurers, enforcement authorities, recovery agents, or service providers where necessary. Personal data will be retained only for as long as legally required and handled in accordance with the UK GDPR and the Data Protection Act 2018

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Hirer Signature

Date

Lessor Signature (JL PCO Limited)

Date