



**"COMMITTED TO EXCELLENCE"**

**2099 COMMERCIAL DRIVE**

**PORT ALLEN, LA 70767**

**PH#225-343-4886**

**FAX#225-381-7162**

**[www.workboxla.com](http://www.workboxla.com)**

Customer Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

**YES or NO - A purchase order number is required for all work requests.**

Site Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Site Contact: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

**Type of service: \_\_\_\_\_ PT \_\_\_\_\_ RO \_\_\_\_\_ Co \_\_\_\_\_ Notes**

Workbox office only:

Effective service date: \_\_\_\_\_ Terms: 30 40 60 days (*circle one*)

Sales Rep: \_\_\_\_\_ Tax Exempt Site: \_\_\_\_\_ Tax Exempt form received \_\_\_\_\_

## CREDIT CARD AUTHORIZATION FORM

I \_\_\_\_\_ authorize Workbox, LLC to charge my credit card for service rendered.

Credit Card Type: (circle one)    Visa        MasterCard        Discover        American Express

Credit Card Number: _____
Expiration Date: _____ Security number on back of Card: _____
Name on Card: _____
Billing Address for Card: _____
City: _____ State: _____ Zip: _____
Signature: _____ Date: _____

Address or email for to send credit card receipts.

Address: _____
City: _____ State: _____ Zip: _____
Email Address: _____
Phone number: _____ Fax number: _____

\_\_ I agree to allow Workbox, LLC to charge my credit card for payment of all job at the time of service.

NOTE: Workbox, LLC will charge the credit card on file for any delinquent invoices due to untimely payments. I also understand and agree to waiver my right to dispute and/or stop credit card payments to Workbox, LLC for service that have not been paid within the agreed upon terms. Workbox will ensure I received a copy of paid invoices and a copy of the credit card transaction for my records.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

TERMS AND CONDITIONS FOR ALL RENTAL AGREEMENTS

1. TERMS: Customer will have a 1 month minimum charge for all rental units. Rental period will begin on day of delivery.
2. ACCEPTANCE: Customer accepts units as being in good and sanitary order, condition and repair. No alterations shall be made to the unit(s) and the unit(s) shall not be moved from the location specified on page 1 of the New Account Packet.
3. POSSESSION, USED AND MAINTENANCE OF UNIT(S): The customer shall keep the unit(s) at the location listed on page 1 under Site Address. (a) Customer shall be solely responsible for keeping the unit(s) in good condition and repair (ordinary wear and tear expected). (b) Unit(s) shall be subject to inspection by Owner at any time. (c) Unit(s) will be kept free of any security interest, liens and other claims. (d) Customers shall not permit the Unit(s) to become or remain a fixture to any real estate. (d) Customers shall not store any hazardous, flammable, corrosive, contamination or radioactive products including any products that will soil, stain, taint, pollute, defile, make foul, infect by contact or association or expose on to risk or harm of any kind.
4. RISK OF LOSS: Customer understands and agrees to be responsible for and to bear the entire risk of all harm, loss, theft, spoilage, or damage of any kind, quality or nature to, or the destruction of, the unit(s) and any property or material whatsoever stored within the unit(s), without regard to the cause or causes thereof or the concurrent fault, negligence or strict liability of Owner, alleged or actual. In no such event or occurrence shall any of the Customer's obligations hereunder to relieved or terminated without Owner's express written permission, including but not limited to the payment in full of all rental charges, damages and indemnification costs, fees or expenses. Tenant shall notify Owner in writing writin within 24 hours of the occurrence of any such events.
5. RISK OF LOSS: Customer shall bear the entire risk of any and all loss, theft, spoilage, damage, or destruction of any property stored within the unit(s) resulting from any cause whatsoever during the course of the rental and until the return of the unit(s) to Owner. No such loss, theft, damage, or destruction of any property termination of use of the unit(s), shall relieve the tenant of the obligation to pay rental charges or of any obligation hereunder. Customer shall promptly notify Owner in writing of the occurrence of any of the above events.
6. DAMAGES AND INDEMNITY: Customer and its insurer shall waive, hold harmless, release, defend and indemnify Owner to the fullest extent permitted by applicable law, from and against any and all liens, assessments, privileges, losses, damages, claims, demands, suits, liabilities, judgments, causes of action and expenses (including full reimbursement of Owner's attorney's fees and other costs of litigation, as well as any fees and costs incurred by Owner to enforce these provisions) caused by, arising out of, in connection with, resulting from, incidental to or in any way related to the selection, transportation, placement, use, maintenance, accessibility, construction, condition, composition or destruction of the subject unit(s), for any and all bodily injury, death or property damage whatsoever sustained by or to Customer or Customer Agent, designee or assignee or to any third-party, without regard to the cause or caused thereof and without regard to the concurrent fault, negligence or strict liability of Owner, alleged or actual.
7. SCHEDULE TIME FOR WORK REQUE: All work request made well be done within 48 hours of request.
8. ENTRY: Customer grants to Owner the right and privilege of entry into the unit(s) at reasonable times for the purpose of inspection, or for making such repairs are alteration as may, in Owner's opinion, be necessary or proper, or for the purpose of determining the Customer is no conformity with the terms and condition of the rental agreement.
9. DEFAULT: If Customer shall be in default in the performance of any of the terms, covenants and conditions for the rental including, but not limited to, the covenant of the payment or rent, than to the sole option of Owner, Owner may (a) terminate the tenancy. (b) Take possession of said unit(s) whenever the same may be found, with or without process of law, and for that purpose access by Customer to the unit(s) and (c) any and all property remaining in the unit(s) shall be subject to dispossession by Owner. By execution of this Rental Agreement, Customer releases Owner from any and all claims for liability or damages arising or claims as a sums pad by Customer hereunder with the respect to such unit(s) and the Customer is to pay Owner and administration fee of \$50.00.
10. TERMINATION: Upon the termination of this Rental Agreement, Customer shall surrender the unit(s) and all keys thereto, and shall remove all Customer's property from the unit(s) and return the unit(s) to Owner in the same condition and set of repair all at the inception of the Rental Agreement, reasonable wear and tear alone accepted. Either party may by appropriate notice, change the address to which notice is to be given.
11. ATTORNEY'S FEES: If any action be filed by any party to the agreement to enforce any of the terms and conditions of this Rental Agreement, the prevailing party in such litigation shall be entitled to recover such additional sum as Court having jurisdiction in the matter may deem reasonable as attorney's fee.
12. LATE FEES: Late fees for \_\_\_\_\_ will be added to invoices that have not been paid by the terms agreed upon on page one of this document.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Personal Guarantee**

I, \_\_\_\_\_ residing at \_\_\_\_\_ and in consideration of \_\_\_\_\_ (company name) hereby personally guaranty the payments of all obligations of Workbox, LLC and hereby agree to bind myself to pay on demand any sum which may become due to Workbox, LLC, by the Company whenever the Company shall fail to pay the same. This guaranty shall be continuing and irrevocable guaranty and action may be taken against me for any non-payment without notice thereof.

I hereby consent to any modification or renewal of the credit agreement hereby guaranteed and I will be responsible for any interest, attorney’s fees or collection costs with Company shall be obligated to pay.

This is a commercial account and goods and services delivered and performed for your business are a commercial transaction as defined by law. By signing below you agree to be personally liable for all charges incurred on this account and you further waive your right to and/or your company’s right to notice and hearing in any civil collections action seeking prejudgment remedy. In the event of a collections lawsuit you agree to statutory post judgment interest will accrue on any judgment obtained.

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NAME/TITLE \_\_\_\_\_ DATE \_\_\_\_\_

## ROLL OFF DO'S AND DONT'S

(This is a simple guideline for you to use when loading)

### DO'S

Provide clear access for service.  
Make sure back door is closed for Workbox to service the dumpster properly  
Call prior to loading heavy substances  
Provide a one day notice for needed services  
Call your sales rep or the Workbox office with any questions  
Load only with municipal solid waste (commercial, residential, construction debris)

### DONT'S

Load liquids of any type, batteries, tires, medical waste, flammable materials, drums, wet/dry chemicals Move containers after placement  
Overload with heavy substances: dirt, concrete, etc... (Customer will be required to pay cost for any load that exceeds DOT standard, if box is too heavy Workbox has the right to refuse to pick-up load until load weight is reduced)  
Load with furniture or appliances before contacting the Workbox office  
Load dumpster over the top (must be level with the top of the dumpster)

NOTE: When loading concrete, bricks, cement, dirt, etc.. Limit load to half of the dumpster. Workbox is NOT responsible for hazardous material, asbestos, or any kind of condemned materials. The customer is responsible for fines due to overloaded dumpsters. Workbox reserves the right to refuse pickup on any overloaded dumpsters.

NOTE: Any dumpster with a tonnage amount over 6 tons will be charged \$38.00 per ton for overage.

\_\_\_\_\_  
Customer initials