

CONTRACT AGREEMENT

(It is Mandatory Document for annual contract with Palande Courier)

Contract / Agreement No.:



Palande Courier Pvt. Ltd.

Safe, Speedy & Reliable

Head Office : 2/3 Erandwane, Front of S.N.D.T. College,
Karve Road Pune-411 004. Tel. : 020 - 25430282, 25443157

New Account

Renewal

Period of Contract : _____ to _____

Date

Name of the Customer :

Person Contacted :	Designation	Dept.
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Registered Address : _____

Current Address : _____
Pin :

STD Code & Phone Fax: Mobile :

Website : _____ E-mail ID : _____

Address for Billing & Payment : _____

Pin :

STD Code & Phone Fax: Mobile :

Website : _____ E-mail ID : _____

Address for Pickup : _____
(Attach separate Sheets if address for pickup is variable)

Pin :

STD Code & Phone Fax: Mobile :

Website : _____ E-mail ID : _____

Person to be contacted for Pickup : _____ Dept. : _____

Address for Delivery : Fixed Address Variable Address Both

PRODUCTS (NATURE OF CONSIGNMENT)				CONTRACT			
Documents <input type="checkbox"/>	No. of Documents <input type="checkbox"/>	One Way <input type="checkbox"/>	Two way <input type="checkbox"/>	Multiple Way <input type="checkbox"/>			
Parcel : _____	Paid <input type="checkbox"/>	Office to Office <input type="checkbox"/>	Expected Monthly Billing :				
No. of Parcels _____			No. of Packets :	No. of Parcles :			
Approximate Weight _____			Weight (Kg).:	Billing (Rs.) :			

Octroi & Other Applicable Taxes Payable by : Sender / Receiver, If Octroi is payable by sender, amount of imprest to be paid Rs.

Rate Card

		Packets		Parcels	
From	To	First 250 gms	Add. 250 gms	First kg.	Add. kg.

DOD					Office to Office				
From	To	Consign. Note Chgs.	Min Ch Wt.	Rate / Kg.	From	To	Consign. Note Chgs.	Min Ch Wt.	Rate / Kg.

Terms and Conditions

Palande Courier hereinafter referred to as **Palande Courier Pvt. Ltd.** agrees to provide the "Customer / sender/ consignor/ consignee hereinafter referred to as "Customer", the courier Service from or to & for various destinations all over India and abroad, and which are serviced by **Palande Courier Pvt. Ltd.** on the following Terms and Conditions.

1. **Palande Courier Pvt. Ltd.** carry Customer / sender/ consignor/ consignee own consignments or of their group of companies, who is the owner of such consignments.
2. **Palande Courier Pvt. Ltd.** shall raise bills on the "Customers" on fortnightly/ Monthly basis. Payment should be made on the basis of proof of booking. The Customer agrees to pay the bill in full by way of cheque or Demand Draft only, within 7 days from the date of bill, failing to which the "Customer" shall be unconditionally liable to pay to **Palande Courier Pvt. Ltd.** immediately the Interest on the amount of bill at the rate of 2% per month from due date.
3. If the receivers fails to pay, the "Customer" shall be liable to pay all Taxes, Viz Octroi, Service Tax, Leavies, Duties, Penalties, if any that may be leavied on the consignment/s by government, local or other authorities. In such an event, "Customer" shall promptly and fully reimburse **Palande Courier Pvt. Ltd.** such as Tax / Levy / Duty.
4. In case of all consignments, the "Customer" shall make his/her/its own Arrangements to insure the consignments. The liability of **Palande Courier Pvt. Ltd.** for any late delivery, loss or damage to commercial and non-commercial consignment shall be limited to Rs. 100/- only.
5. All the parcels / packets carried under this Agreement/contract will be subject to the terms & conditions of carriage mentioned on the consignor copy of the consignment note of **Palande Courier Pvt. Ltd.** Consignment Note and the terms and conditions thereon part of this memorandum and are presumed to have been read by the Customer.
6. Both the parties agree and confirm that each consignment note issued by **Palande Courier Pvt. Ltd.** for every consignment shall be a separate & independent contract between the Customer and **Palande Courier Pvt. Ltd.**
7. Either party may terminate this agreement by giving to the other party at least 30 days notice in writing.
8. **Palande Courier Pvt. Ltd.** reserves the right to terminate the services provided to the consignor, if the bills raised by **Palande Courier Pvt. Ltd.** remains unpaid for a period in excess of 30 days at any time.
9. **Palande Courier Pvt. Ltd.** shall try to provide maximum number of Proof Of Delivery, but the payment shall not be kept pending or deducted for non-submission of the Proof Of Delivery. In case of any complaint in writing within 7 days, **Palande Courier Pvt. Ltd.** shall comply the same.
10. This agreement shall be subjected to the jurisdiction of the Pune Court only, irrespective of origin and destination of consignment carried.
11. Each parcel must accompany a copy of Invoice / Delivery Challan / Declaration mentioning its value for octroi and / or other taxes, levies, duties purpose.
12. Insurance expenses of consignments is to be borne by the Customer. Liability of **Palande Courier Pvt. Ltd.** in this regard is limited to Rs. 100 or providing FIR copy only.
13. **Palande Courier Pvt. Ltd.** shall provide from time in writing or by email, to the customer, a list of destinations serviced by **Palande Courier Pvt. Ltd.**
14. The Rates agreed are based on the committed volume of business assured by the Customer. If the Committed business volume is not given **Palande Courier Pvt. Ltd.** shall charge the Customer at the normal rate charged by **Palande Courier Pvt. Ltd.**
15. **Palande Courier Pvt. Ltd.** will not provide pickup, delivery service on Sunday & Public Holidays' as per government rules.
16. For any additional service required by "Customer" and provided by **Palande Courier Pvt. Ltd.**, **Palande Courier Pvt. Ltd.** shall charge the customer seperately at rates agreed from time to time.

Other Instructions _____

Terms and Conditions mentioned above and details on the back side of this are agreed and accepted.

Date :

Stamp & Signature of Customer

FOR OFFICE USE ONLY			
Delivery / Pick-up Line No.:	Pick-up Timing :	Customer Code No.:	
Instructions : _____			
AUTHORISATION			
Submitted by : Name : _____ Sign : _____	Operation Dept.: Name : _____ Sign : _____	Agent / Franchisee : Name : _____ Sign : _____	For <i>Palande Courier Pvt. Ltd.</i> Authorised Signatory
E.D.P. Dept.: Name : _____ Sign : _____	Accounts Dept. : Name : _____ Sign : _____	Name : _____ Sign : _____	