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**RAMPISHAM HILL MILL**

**FIBRE PROCESSING ORDER FORM**

Hooke, Beaminster, Dorset, DT8 3PE www.rampishamhillmill.co.uk 01308 862469 / 07500 508080 info@rampishamhillmill.co.uk

**PLEASE FILL OUT A SEPARATE FORM FOR EACH BREED OR BATCH OF FIBRE YOU ARE SENDING TO THE MILL**

|  |  |
| --- | --- |
| **NAME** |  |
| **ADDRESS** |  |
| **TELEPHONE** |  |
| **EMAIL** |  |

|  |  |
| --- | --- |
| **BREED OF ANIMAL**  **(ANIMAL ID, if to be kept separate)** |  |
| **NUMBER OR WEIGHT OF FLEECES IN THIS BATCH** |  |
| **COLOUR OF FIBRE IN THIS BATCH** |  |

**WHAT FINISHED PRODUCT DO YOU REQUIRE? – IF YOU ARE UNSURE PLEASE CONTACT US.**

|  |  |  |
| --- | --- | --- |
| **PROCESS** | **PLEASE TICK FINISHED PRODUCT OPTION** | **PROPORTION OF BATCH TO BE PROCESSED TO THIS OPTION** |
| **ADDITIONAL FIBRE SORTING (INCLUDING COLOURS)** |  |  |
| **SCOURED & OPENED INTO ‘FLUFF’** |  |  |
| **CARDED BATTS (standard 100cm wide)** |  |  |
| **CARDED BATTS (less than 100cm wide)** |  |  |
| **CARDED SLIVER** |  |  |
| **GILLED ROVING** |  |  |
| **CORE SPUN RUG YARN (cotton core)** |  |  |
| **SPINNING – CHUNKY** |  |  |
| **SPINNING – ARAN** |  |  |
| **SPINNING – DK** |  |  |
| **SPINNING – 4 PLY** |  |  |
| **SPINNING – FINER THAN 4PLY** |  |  |
| **SPINNING – SINGLES**  **(Please specify yarn thickness)** |  |  |
| **YARN FINISHED AS OILED ON CONES (unweighed)** |  |  |
| **YARN FINISHED AS OILED HANKS (unweighed)** |  |  |
| **YARN FINISHED AS WASHED HANKS (100g)** |  |  |
| **YARN FINISHED IN OTHER WAYS** |  |  |
| **ANY FURTHER INSTRUCTIONS OR INFORMATION FOR THE MILL REGARDING THIS BATCH.** | | | |

**PLEASE READ AND SIGN TO ACCEPT OUR TERMS AND CONDITIONS OVERLEAF PRIOR TO RETURNING THE FORM.**

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**RAMPISHAM HILL MILL**

**TERMS & CONDITIONS**

Hooke, Beaminster, Dorset, DT8 3PE www.rampishamhillmill.co.uk 01308 862469 / 07500 508080 info@rampishamhillmill.co.uk

**GENERAL TERMS & CONDITIONS:**

1. Rampisham Hill Mill – hereafter ‘RHM’ is the trading name of David & Ruth Wilkins, Rampisham Hill Farm & Mill, Hooke, Beaminster, Dorset, DT8 3PE
2. This agreement is made in England and shall be subject to jurisdiction of the English courts, and be governed and construed in accordance with English law.
3. You warrant that you own the fibre or you are duly authorised by the owner to enter in an agreement for the processing work to be undertaken.
4. We will endeavour to process your fibre within the timescale advised, but we cannot be held responsible for slips in programming caused by events out of our control (such as a machinery breakdown, or supply issues).
5. We will hold your personal details on file solely for use within our business, and will never share your details with a third party. However if we are required by law to reveal your details to an inspecting body, we will be obliged to comply.
6. Under data protection laws you have rights in relation to your personal data that include the right to request access, correction, erasure, restriction, transfer, to object to processing, to portability of data and (where the lawful ground of processing is consent) to withdraw consent. If you wish to exercise your rights please email us.

**PAYMENT TERMS:**

1. VAT at the current rate will be added to all quoted prices.
2. 25% of the total will be due on receipt of fibre and the remaining 75% on completion of the processing, prior to delivery of your finished product.
3. Invoices must be paid within 21 days of invoice date.
4. RHM reserves the right to sell any unpaid for or uncollected products after a period of 90 days from invoice date to recover costs.
5. RHM reserve the right to alter prices without notice, but will honour prices quoted at the time of booking in the batch of fibre.
6. Goods will not be released until the invoice has been paid in full. Goods may be collected in person or sent via courier at the customer’s expense.

**PROCESSING TERMS:**

1. RHM reserve the right to refuse to process infested, contaminated, or unsuitable fibres. If additional sorting is required prior to processing, RHM will charge an additional £30/hour for this service and we will advise you of any charges prior to them being incurred.
2. While RHM will endeavour to remove as much vegetation matter (VM) as possible during the processing stages, heavily contaminated fleeces may have some VM remaining in your finished product.
3. RHM cannot eliminate skin flakes during the processing stages, and as a result these fleeces may not be suitable for further processing.
4. If any fibre is deemed unsuitable for processing into the intended product by RHM, the customer will be liable for any processing costs incurred up to this point.
5. The customer will be responsible for the cost of disposal of infested, heavily contaminated or unusable fibre.
6. RHM will endeavour to keep fibre losses during processing to a minimum, however there will be a reduction in weight between incoming fibre weight and outgoing product weight due to losses of lanolin, fibre and VM.
7. RHM will to spin yarn as near as possible to the meterage and twist requested, however each breed behaves differently when spun and so these may vary.

**DISPUTES & RETURNS**

1. Any shortages, discrepancies or disputes must be made in writing to RHM within 14 days of receipt of the products.
2. We will accept returns for any goods supplied that were not ordered specifically, providing they are returned to RHM in a resalable condition within 7 days.

I acknowledge that I have read, and do hereby accept these terms and conditions.

Signature……………………………………………………………………………………………………… Date………………………………………………….