

# MAINTENANCE DELUX

## CLIENT REGISTRATION & ACCOUNT OPENING FORM

ACCOUNT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TYPE OF SERVICE (PLS TICK): PRE-PAID  POST PAID

PREFERRED MODE OF RECEIVING MONTHLY STATEMENT: POST  EMAIL  HOLD MAIL

S/N	CLASS	CREDIT LIMIT	PLEASE TICK
1	PREMIUM	=N=500,000	
2	GOLD	=N=200,000	
3	SILVER	=N=50,000	

PAYMENT MODE: (PLS TICK): POS  CHEQUE  ONLINE TRANSFER  CASH LODGEMENT

OCCUPATION/BUSINESS: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

### OTHER AUTHORIZED REPRESENTATIVE (IF ANY)

S/N	NAME	TELEPHONE NO	APPROVAL LIMIT INVOLVING COST
1			
2			

S/N	SERVICE REQUIRED	TICK
1	MASONRY: GENERAL RENOVATION WORKS (CRACKS & COLLAPSES)	
2	PAINTING	
3	BUILDING MAINTENANCE & MANAGEMENT SYSTEMS (FIRE SAFETY)	
4	MECHANICAL SERVICES (Generator Maintenance Services)	
5	ELECTRICAL SERVICES	
6	AIR CONDITIONING AND OTHER COOLING FACILITY SERVICES	
7	PLUMBING SERVICES: WATER TREATMENT & SUPPLY SERVICES	

8	SECURITY SERVICES: DIGITAL CCTV & ACCESS CONTROL	
9	PROFESSIONAL JANITORIAL CLEANING SERVICES (REGULAR)	
10	SWIMMING POOL MAINTENANCE	
11	FUMIGATION AND PEST CONTROL	
12	GARDENING SERVICES (HORTICULTURE, MOWING & BEAUTIFICATION).	
13	CARPENTRY AND JOINERY WORKS (PARTITIONING WORKS)	
14	SECURITY PERIMETER LIGHT MAINTENANCE	
15	HOUSE & STREET SIGNAGE MARKING MAINTENANCE	
16	WASTE MANAGEMENT & ENVIRONMENTAL SERVICES (REFUSE & SEWAGE)	
17	POST CONSTRUCTION CLEANING	
18	BILL SETTLEMENT (Electricity, Telephone, Internet Service, Water, DSTV, Refuse,	
19	ANY OTHER FACILITY MAINTENANCE NEED	

**TERMS & CONDITIONS**

- Provision of a valid means of Identification (Driver Licence, National ID or Voters Card)
- Upon Sign on, an account officer will be assigned to the client
- We shall undertake a walk-through inspection of your Assets in order to have a close monitory awareness of your equipments by our assigned Account Officer
- RIL will have the mandate to effect all facility repairs as approved by the client/representative only within the selected monthly credit limit
- Approval will be required from the client on any other maintenance need above the selected credit limit
- Payment for service done will be due on a monthly basis via issuance of service invoice/bill from RIL and consequent settlement from the client
- N10,000.00 Application fees of which N5,000.00 will be refundable at the first service invoice/bill settlement.

**CERTIFICATION AND CONTRACT ACCEPTANCE**

I ..... hereby certified that the above information were provided by me and that the terms and conditions are understood and accepted by me. I therefore request RICHARDS INFRASTRUCTURES LIMITED to open a Maintenance deluxe account for me in order to commence services as stipulated above

Signed:

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**Authorized Signatory**

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**Date**