



# SCAFFOLD RENTAL AT SCAFOM-RUX | CHECKLIST

Scaffold rental should not only make your business flexible, but also as simple as possible. The rental process at Scafom-rux is therefore clearly structured and our team is always at your side. So that you always have an overview of the scaffold rental process, we have put together this overview of the most important to-dos. When task has been completed, simply tick it off.

## > **STEP 1:** THE RENTAL REQUEST IS MADE

- The list of materials has been drawn up and sent to Scafom-rux\*
- Plans of the project\*, details of the rental start date and the expected rental period, a definition of the project, additional information or else have been sent to Scafom-rux

## > **STEP 2:** THE RENTAL OFFER IS ACCEPTED

- It has been coordinated if the scaffolding material is to be transported by me or by Scafom-rux
- The payment method has been agreed on (usually direct debit mandate)

## > **STEP 3:** COLLECTION OF THE SCAFFOLDING MATERIAL AND TRANSPORT TO THE PROJECT SITE

- The delivery has been checked for completeness
- The delivery has been checked for conformity with the delivery papers and the order
- The delivery has been checked for defects or transport damage

## > **STEP 4:** USE OF RENTED SCAFFOLDING MATERIAL

- The maintenance of the scaffolding material is ensured
- The rented scaffolding material is protected against access by unauthorised third parties
- The scaffolding material is protected from dirt (e.g. with a fleece or tarpaulin)

## > **STEP 5:** THE SCAFFOLDING MATERIAL IS RETURNED TO SCAFOM-RUX

- Scafom-rux has been notified of the return transport
- The rented scaffolding material has been checked for completeness and integrity
- The scaffolding material is returned clean
- The scaffolding material has been loaded into the truck in bundles
- The delivery note with quantities has been given to the truck driver

Job completed! After the material has arrived back at one of our depots, you will receive all the necessary documents for confirmation. Our depot staff will now check and count the scaffolding material. As soon as this is complete, we send you the documentation by post and the process is finished.

*\* not necessary if our technical department has been assigned to do so.*



**Scafom-rux**  
De Kempen 5 • 6021 PZ Budel  
The Netherlands  
T. +31 (0) 495 497 204  
E. sales@scafom-rux.com

 **scafom-rux**