



LETTER OF ENGAGEMENT

SECTION A - CLIENT DETAILS

Name & Address	
Reference No	
Telephone No	
Email Address	

SECTION B - CONTRACT DETAILS

Duration	
Location	
Duties	

SECTION C - FEES/EXPENSES

INVESTIGATION, TRAVEL, REPORTING (Per Investigator) Mon-Sun - £50.00 per hour	EXPENCES Travel expenses - 0.60p per mile (+ Hourly rate) Parking fees Disks & SD cards Database search fees Unavoidable parking tickets Entry fees Food & Drink Other miscellaneous expenses
COMMERCIAL INVESTIGATIONS Mon-Sun - £75.00 per hour (Per Investigator) Surveillance minimum of 4 hours.	CANCELLATION - £50.00 (refundable if tasked at later date) 50% if within 24 hours of the operation commencing.
TRACKER HIRE 1 day - £160.00 or £45 per day when taken over a longer period (20 Mile Radius)	DAILY RATE PACKAGES - Pricing shown on website. (Expenses billed at the end of the investigation)
ADMIN CHARGES Typing of report, post, telephones, downloads of images and videos & other enquiries - £40.00 per hour	

SECTION D - CLIENT ACCEPTANCE AGREEMENT

1. The client agrees the charge rate, expenses, hours/period of work detailed above.
2. Unless agreed in writing prior to commencement, the client agrees to make payment to (Dion International Ltd) on receipt of invoice.
3. The client accepts that in surveillance cases, particularly when only one investigator is used there can be losses. If a loss occurs, the investigator will endeavour to locate the subject but under normal circumstances, unless otherwise directed, will cease the surveillance within an hour of the loss and the client will only be charged for the time on the job that day. (Within a 50 mile radius of office)
4. Tracker deployment - Where the client requests the use of a tracking device, the client agrees to indemnify (Dion International Ltd) for any loss or damages of the equipment at the full price plus subscription.
5. If any extra costs incur during the investigation as per section c, the client is responsible to pay (Dion International Ltd) on receipt of the final invoice.
6. By making payment you the client agrees to these Terms, Conditions and Undertakings.

SECTION E - PRIVACY NOTICE

Please visit website for more details, on signing this document you are also confirming you have read and understand our privacy policy as per GDPR.

Client Signature: [As signed on form]	Date: [This day which the form was submitted]
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