

Service Fee

Business Address share with the holding of mail in branch for collection. Allows mail to be received in up to 2 business / trading names and 4 individual / personal names as standard. Additional names can be added at the cost of £1.00 per additional name per month, £3.00 per additional name per quarter or £12.00 per additional per year.

MONTHLY	QUARTERLY	ANNUALLY
£14.99	£39.99	£109.99

Receiving

Description	Fee
Letters / Mail Receiving of regular mail, letters, large letters and packages	£0.00
Standard Parcels Receiving of standard parcels up to 20kg in weight measuring up to 61cm x 46cm x 46cm	£0.00
Oversized Parcels Receiving of oversized parcels either over 20kg in weight or measuring more than 61cm x 46cm x 46cm	£1.50 Per Oversized Parcel
Extra Large Deliveries Receiving of extra-large items where Length cm + Width cm + Height cm is greater than 200cm	£2.50 Per Extra Large Item
Pre-Booked Pallet Deliveries Receiving palletised deliveries where at least 24 hours prior notice has been given	£7.50 Per Pallet
Unannounced Pallet Deliveries Receiving palletised deliveries where less than 24 hours prior notice or no notice has been given	£15.00* Per Pallet
Pre-Booked Abnormal Pallet Deliveries Receiving palletised deliveries measuring greater than Length 120cm x Width 100cm x Height 220cm where at least 24 hours prior notice has been given	£10.00* Per Abnormal Pallet
Unannounced Abnormal Pallet Deliveries Receiving palletised deliveries measuring greater than Length 120cm x Width 100cm x Height 220cm where less than 24 hours prior notice or no notice has been given	£20.00* Per Abnormal Pallet

* Acceptance of unannounced pallets and abnormal pallets is at the sole discretion of Acorn Business Solutions. Where space and / or resources are limited, such deliveries may be rejected.

Notification of Pallets

You can notify of incoming pallets by email to hello@acornbusinesssolutions.com and provide the day on which the delivery is expected

Standard Storage Charges

Letters / Mail. Storage of regular mail, letters, large letters and packages	£0.00
Standard Parcels. Storage of Standard Parcels charged per parcel per day (or part day) after the first 7 days	£0.50
Oversized Parcels. Storage charge for oversized parcels charged per parcel per day (or part day) after the first 7 days	£1.00 Per Parcel Per day after 7 days
Extra Large Deliveries. Storage of extra large deliveries charged per item per day (or part day) after the first 7 days	£1.50 Per Item per day after 7 days
Pallet Storage. Storage charge per pallet, charged daily excluding the day of delivery	£5.00 Per Day up to 21 days
Abnormal Pallet Storage Storage charge per abnormal pallet, charged daily excluding the day of delivery	£7.50 Per Day up to 21 days
Long Term Pallet Storage. Our services are not designed for long term storage of pallets as such pallets not collected within 21 days are subject to additional storage charges.	Standard Rate~ X 3 Per Day

~ Pallets not collected within 21 days will be subject to long term charging at 3 times the standard rate per day over the 21-day limit. This is to ensure that our services are not incorrectly used as a long-term pallet storage service.

Default Storage Charges.

Charges within this section only apply to items not collected before the termination or expiration of your service. Items not collected within 14 days of the termination or expiration will be returned to sender or otherwise disposed of in accordance with our customer agreement.

Letters / Mail Storage of regular mail, letters, large letters and packages after expiration or termination of service. (charged for all letters / mail irrespective of quantity NOT PER ITEM)	£1.00 Per Day up to 14 Days
Standard Parcels Storage of standard parcels after expiration or termination of service.	£1.00 Per Parcel Per Day up to 14 Days
Oversized Parcels Storage charge for oversized parcels after expiration or termination of service.	£3.00 Per Parcel Per Day up to 14 Days
Extra Large Deliveries Storage of extra-large items after expiration or termination of service.	£5.00 Per item Per Day up to 14 Days
Pallet Storage Storage of pallets and abnormal pallets after expiration or termination of service.	Standard Rate X 3 Per Day

Payment.

All receiving and storage fees must be paid by credit/debit card or cash at the time of collection