

Guidelines for External Contractors

At Søholm Yacht Service (SYS), we place a high priority on safety, quality and respect for our customers' boats.

We therefore expect all external contractors to carry out their work professionally and in accordance with the guidelines below.

The purpose of these guidelines is to ensure the best possible protection of our customers' boats and SYS facilities.

Access & registration:

- Only **contractors approved by SYS** may carry out work on the premises.
- On arrival on the first day, the contractor must **register at the office** before commencing work.

Insurance:

- The contractor must hold valid **commercial and product liability insurance** covering damage to customers' boats, SYS property and third parties.
- Proof of insurance must be provided to SYS upon request.

Contractor fee:

- SYS charges a **contractor fee of DKK 20 per hour per contractor**, excluding VAT.
- The fee covers, among other things, use of SYS facilities and equipment, including ladders, scaffolding and similar equipment.
- Regular business partners with a separate agreement or lease agreement with SYS may be exempt from this fee.

Working hours:

- Unless otherwise agreed, work may only be carried out during SYS's normal working hours:
Monday-Friday, 07:30-15:30

Parking:

- Service vehicles may be parked in the designated areas.
- Parking must not obstruct SYS operations, internal traffic or access routes.

Use of facilities:

- Contractors may use the toilet and staff facilities made available by SYS.

Safety:

- SYS's current safety, environmental and site rules must be observed at all times.
- The contractor is responsible for ensuring that all work is carried out safely and in an environmentally responsible manner, and in accordance with applicable legislation.
- SYS may at any time remove any person who fails to comply with applicable safety rules or behaves irresponsibly.

Tidiness & waste:

- On completion of the work, the work area must be left tidy and clean.
- All waste, packaging, surplus materials and similar items must be removed from the premises unless otherwise agreed with SYS.
- If SYS is required to carry out **tidying, cleaning or waste disposal**, the contractor will be invoiced for the time spent and any additional costs incurred.

Customer relationship:

- The contractor enters into an agreement directly with the customer and invoices the customer without the involvement of SYS.
- SYS is not a party to the agreement between the contractor and the customer and therefore accepts no liability for payment, defects, delays or any other matters relating to that agreement.
- The contractor's payment obligations to SYS are not affected by any dispute with, or non-payment by, the customer.

Liability:

- The contractor is **liable for any damage or dust-related damage** caused by the contractor, its employees, subcontractors or equipment to customers' boats, SYS property or third-party property in connection with the performance of the work.
- Any damage or dust-related damage will be charged to the contractor.

Non-compliance with the guidelines:

- Failure to comply with these guidelines may result in immediate removal from the premises and denial of future access to Søholm Yacht Service.