

SITE SURVEY REPORT

Plant Hire Check-out and Return

Prepared for	Hilltop Groundworks
Date	9 Oct 2026
Site	Off-hire
Prepared by	J. Price

FORM

Plant Hire Check-out and Return**1. Hire**

Project	Off-hire: 1.5 t mini excavator from Hilltop Groundworks (completed example)
Client	Hilltop Groundworks
Site	County Plant Hire depot
Site address	Station Yard, Banbury
Date	9 Oct 2026
Time	15:30
Hire contract number	HC-55821
Stage	Return (off hire)
Item (for example 1.5 t excavator, breaker, tower)	1.5 t mini excavator
Hour meter reading	1286
Fuel level	1/4

2. Condition

Bodywork, panels and glass	OK
Tracks, tyres or wheels	OK
Hydraulics, hoses and leaks	Defect
What is wrong?	Weeping dipper hose; not noted at check-out.
Controls, guards and safety devices	OK
Attachments and accessories	OK
Manual, certificates and inspection tag	OK
Checks OK	5
Defects	1
Not applicable	0

One or more defects recorded. Agree them with the other party and photograph them before the plant moves.

Photos of every side and any damage



ILLUSTRATIVE STAMP - sample data only
Sample capture: 09 Oct 2026 09:15 BST
Sample GPS: 51.507400, -0.127800 - not verified from photo
Original capture time/location unknown; original retained separately

Illustrative stamp: 9 Oct 2026 09:15 BST · sample GPS 51.5074, -0.1278. Original photo capture date/location unverified.

Returned clean?	No
Damage or missing parts found	Dipper hose weeping. Bucket returned muddy. Refuel and clean charges apply.

3. Signatures

Hirer's representative	C. Walsh
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Hirer signature	C. Walsh
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Hire company representative	J. Price
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Hire company signature	J. Price
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