

Periodic Maintenance Form

Maintenance Date: 6/7/2017

Customer Details		RAR Details	
Name	Central Club	Ref Number	Rive 94 - JN227092
Contact	Mathew Smith	Contact	Rob Adam
Customer Location Details			
Mailing Address	Market Street Central NSW 1000	Site Address	PO Box 14 Central NSW 1000
Maintenance Description			
Description	Perform Quarterly Maintenance IAW RAR Maintenance Task Lists		
Maintenance Notes			
Technician	Maintenance Notes	Hours @ Type	Date
J Smith	Carried out preventative maintenance as per checklist. Chemically Cleaned ice machines, changed water filters, cleaned air filters.	8.53 Hrs @ Norm Hours	6/7/2017
Additional Notes from Technician / Service Manager			
Name	Note		
R.Adam	<p>Condensing Unit Filter / Driers keep refrigerant gas clean to achieve optimum performance. Over time they can become clogged and have a detrimental effect on the performance of the Condensing Unit. The compressor has to work harder and longer reducing the operating life of the unit and increasing running costs. It is recommended that Filter / Driers be replaced every 12 months. Failure to replace them may lead to Condensing Unit failure.</p> <p>Defects / Deficiencies that have been identified during this maintenance that require immediate rectification are highlighted in RED FONT within the Maintenance Report. Failure to rectify these Defects / Deficiencies may cause unit or system failure before the next scheduled maintenance. A separate quotation will be forwarded for Defects / Deficiencies that require immediate attention.</p> <p>Defects / Deficiencies that have been identified during this maintenance (including out of date Filter / Driers) that are recommended to be rectified are highlighted in BLUE FONT within the Maintenance Report. Failure to rectify these Defects / Deficiencies could cause unit or system failure before the next scheduled maintenance. Consideration should be given to rectifying these Defects / Deficiencies and a quotation can be supplied if requested.</p> <p>Defects that were identified and repaired during this maintenance are highlighted in GREEN FONT within the maintenance report. The early identification and repair of these defects has reduced the risk of unit/system failure and/or possible loss of stock and trading disruption.</p>		

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Periodic Maintenance Form

Maintenance Date: 6/7/2017

Material used during Maintenance (to be invoiced)

Description	Qty	Date
BRACTON 1 X 5 LITRE ICE MACHINE CLEANER	0.25	6/7/2017
CLENAIR PAN TREATMENT TABLETS - PER TABLET	12	6/7/2017
EVERPURE WATER FILTER CARTRIDGE 4CB5-K (EA)	1	6/7/2017
STEFANI 0.5 MICRON WATER FILTER CARTRIDGE	1	6/7/2017

Additional Expenses (to be invoiced)

Description
Quarterly Maintenance Fee

Maintenance Details

Maintenance Checklist	Y	N	Technician Notes
You are wearing your Personal Protection Equipment (complete at the start of the job)	<input checked="" type="radio"/>	<input type="radio"/>	
Is follow up work required on this Job	<input type="radio"/>	<input type="radio"/>	
Follow up checkbox is completed if follow up work is required.	<input type="radio"/>	<input type="radio"/>	
Arrived on site (complete at start of task)	<input checked="" type="radio"/>	<input type="radio"/>	
On site registration (complete at start of task)	<input checked="" type="radio"/>	<input type="radio"/>	
Change Status to IN PROGRESS and SAVE	<input checked="" type="radio"/>	<input type="radio"/>	
Plant 1 (Above Cellar) - Maintenance on RF01 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 8:32AM by Jon Smith Drier date 27/5/14 recommend replacement , Found one of the three condenser fan motors to be burnt out quote to follow , Unit overall condition ok. Cleaned Condenser coil
Plant 1 (Above Cellar) - Maintenance on RF02 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 8:43AM by Jon Smith Drier date 28/4/11 recommend replacement , Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Plant 1 (Above Cellar) - Maintenance on RF03 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 8:56AM by Jon Smith Drier date 18/12/06 recommend replacement , Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Plant 1 (Above Cellar) - Maintenance on RF04 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 9:13M by Jon Smith Drier date 23/5/16 recommend replacement , Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Plant 1 (Above Cellar) - Maintenance on RF05 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 9:21AM by Jon Smith Drier date 24/3/15 recommend replacement , Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Plant 1 (Above Cellar) - Maintenance on RF06 has been completed IAW the RF Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 9:30AM by Jon Smith Drier date 15/10/10 recommend replacement , Unit operation ok, Unit overall condition ok. Cleaned Condenser coil

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Periodic Maintenance Form

Maintenance Date: 6/7/2017

Plant 1 (Above Cellar) - Maintenance on RF07 has been completed IAW the RF Maintenance Task List	⊙	○	06/07/2017 @ 9:44AM by Jon Smith Drier date 8/11/11 recommend replacement, Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Plant 3 (Above CR1) - Maintenance on RF09 has been completed IAW the RF Maintenance Task List	⊙	○	06/07/2017 @ 10:03AM by Jon Smith Drier date unknown recommend replacement, Unit operation ok, Unit overall condition ok. Cleaned Condenser coil
Cellar - Maintenance on CR01 has been completed IAW the Refrig Room Maintenance Task List	⊙	○	06/07/2017 @ 10:35AM by Jon Smith Temp 5.1 degrees c, Drains flushed, Chemically cleaned coils, unit operation ok, unit overall condition ok.
Cellar - Maintenance on GT01 has been completed IAW the GT Maintenance Task List	⊙	○	06/07/2017 @ 10:50AM by Jon Smith Tested Glycol @ 23%, Unit operation ok, Unit overall condition ok.
Cellar - Maintenance on GT02 has been completed IAW the GT Maintenance Task List	⊙	○	06/07/2017 @ 10:54AM by Jon Smith Tested Glycol @ 21%, Unit operation ok, Unit overall condition ok.
Cellar - Maintenance on EX01 has been completed IAW the EX Maintenance Task List	⊙	○	06/07/2017 @ 11:01AM by Jon Smith Unit operational.
Kitchen - Maintenance on CR02 has been completed IAW the Refrig Room Maintenance Task List	⊙	○	06/07/2017 @ 11:14AM by Jon Smith Temp 3.1 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Kitchen - Maintenance on FR01 has been completed IAW the Refrig Room Maintenance Task List	⊙	○	06/07/2017 @ 11:33AM by Jon Smith Temp -18.3 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, unit overall condition ok.
Kitchen - Maintenance on CA04 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 11:42AM by Jon Smith Temp 2.3 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Kitchen - Maintenance on CA05 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 11:53AM by Jon Smith Temp 3.7 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Kitchen - Maintenance on CA06 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 12:05PM by Jon Smith Temp 2.3 degrees c , Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Kitchen - Maintenance on CA07 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 12:11PM by Jon Smith Temp 2.2 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.

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Periodic Maintenance Form

Maintenance Date: 6/7/2017

Kitchen - Maintenance on CA08 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 12:21PM by Jon Smith Temp 3.3 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Bistro Bar - Maintenance on CA01 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 12:33PM by Jon Smith Temp 3.2 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Bistro Bar - Maintenance on BS01 has been completed IAW the BS Maintenance Task List	⊙	○	06/07/2017 @ 1:36PM by Jon Smith Temp 1.1 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Main Bar - Maintenance on CA02 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 1:44PM by Jon Smith Temp 4 degrees c, Unit operation ok, Unit overall condition ok.
Main Bar - Maintenance on CA03 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 1:56PM by Jon Smith Temp 3.5 degrees c, Drains flushed, Chemically cleaned coils, Unit overall condition ok, Unit operation ok.
Main Bar - Maintenance on CD01 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 2:04PM by Jon Smith Temp 3.1 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Main Bar - Maintenance on GC01 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 2:12PM by Jon Smith Temp 3.4 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Main Bar - Maintenance on GC02 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 2:21PM by Jon Smith Temp 0.3 degrees c, Drains flushed, Chemically cleaned coils, Unit overall condition ok, Unit operation ok.
Main Bar - Maintenance on BS03 has been completed IAW the BS Maintenance Task List	⊙	○	06/07/2017 @ 2:28PM by Jon Smith Temp 1.7 degrees c, Drains flushed, Chemically cleaned coils, Unit operation ok, Unit overall condition ok.
Main Bar - Maintenance on BS04 has been completed IAW the BS Maintenance Task List	⊙	○	06/07/2017 @ 2:34PM by Jon Smith Temp 0.8 degrees c, Unit operation ok, Unit overall condition ok.
Plant 2 (Above TAB Bar) - Maintenance on RF08 has been completed IAW the RF Maintenance Task List	⊙	○	06/07/2017 @ 2:40PM by Jon Smith Drier date unknown recommend replacement, Cleaned Condenser coil Unit operation ok, Unit overall condition ok.
TAB Bar - Maintenance on CA09 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 2:56PM by Jon Smith Temp 3 degrees c, unit operation ok, Unit overall condition ok.
TAB Bar - Maintenance on CA10 has been completed IAW the Refrig Cabinet Maintenance Task List	⊙	○	06/07/2017 @ 3:13PM by Jon Smith Temp 3.7 degrees c, unit operation ok, Unit overall condition ok.

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Periodic Maintenance Form

Maintenance Date: 6/7/2017

TAB Bar - Maintenance on GC03 has been completed IAW the Refrig Cabinet Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 3:21PM by Jon Smith Temp 1.3 degrees c, Unit operation ok, Unit overall condition ok.
TAB Bar - Maintenance on BS05 has been completed IAW the BS Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 3:29PM by Jon Smith Temp 1.1 degrees c, Unit operation ok, Unit overall condition ok.
TAB Bar - Maintenance on IM02 has been completed IAW the IM Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 4:39PM by Jon Smith Emptied ice bin, cleaned drain and wiped out bin. Chemically cleaned ice machine, Changed water filter, Cleaned air filters, Unit operation ok, Unit overall condition ok.
Washroom - Maintenance on IM01 has been completed IAW the IM Maintenance Task List	<input checked="" type="radio"/>	<input type="radio"/>	06/07/2017 @ 5:12PM by Jon Smith Emptied ice bin, cleaned drain and wiped out bin. Chemically cleaned ice machine, Changed water filter, Cleaned air filters, Unit operation ok, unit overall condition ok.
Correct labour has been applied and agrees with the on site registration (complete at completion of task)	<input checked="" type="radio"/>	<input type="radio"/>	
All Parts have been entered in the Notes section for the equipment	<input checked="" type="radio"/>	<input type="radio"/>	
All equipment details sheets have been checked and are correct	<input checked="" type="radio"/>	<input type="radio"/>	
All identification labels are correct on equipment (complete at completion of task)	<input checked="" type="radio"/>	<input type="radio"/>	
Rob Adam Refrigeration Service stickers are current and visible(complete at completion of task)	<input checked="" type="radio"/>	<input type="radio"/>	
The job site is left clean and safe and completed to all relevant codes (complete at completion of task)	<input checked="" type="radio"/>	<input type="radio"/>	
Apprentice Report Completed (applies if an apprentice is working with you)	<input type="radio"/>	<input type="radio"/>	
IS A FOLLOW UP REQUIRED? (complete at completion of task)	<input type="radio"/>	<input type="radio"/>	
Have you emailed the completed Job Sheet?	<input checked="" type="radio"/>	<input type="radio"/>	
Close and save task	<input checked="" type="radio"/>	<input type="radio"/>	

Technician Details

Technician	6/7/2017 @ 5:21PM	Technician Name	Jon Smith
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Maintenance Images – (shown below if applicable)

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Client Signature

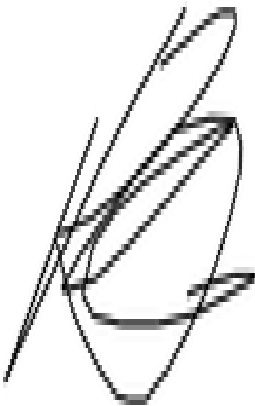
Signature	Renee 6/7/2017 @ 5:23PM
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Maintenance Date: 6/7/2017

	
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Rob Adam Refrigeration Pty Ltd ABN 59 000 692 553**(The Contractor)****STANDARD TERMS AND CONDITIONS – CONTRACTOR SERVICES**

These are the Contractor ("we" or "our") standard Terms and Conditions which will apply to all works carried out by us the said contractor each time we perform a service or supply equipment to you as the customer. This includes works that are given by written, verbal or reoccurring agreements when you as the Customer engage the Contractor to perform its services. When providing our services, we may also need to supply product/s.

The Contractor reserves the right to amend these Terms and Conditions from time to time at their discretion. Any changes made in such revision take immediate effect once the Customer is notified of such a change.

ENGAGEMENT

1. The Contractor represents and warrants that the Contractor has all the necessary skills, knowledge, experience and expertise to perform the services and will perform the service in a proper and competent manner.
2. The Contractor holds all necessary licences and permits required in order to allow the Contractor to perform the services. Where there are any applicable industry standards and codes, they will at all times be complied with by the Contractor. The Contractor and all the Contractor's employees and permitted sub-contractors are properly qualified, experienced, licensed (where applicable) and competent to properly perform and will perform the service to the required standards and codes.
3. Where any manuals are required in order for the Customer to enjoy or use the services, the Contractor will provide these to the Customer in such form as the Customer may reasonably require and for no additional fee.
4. If an event occurs that is beyond the reasonable control of the Contractor which prevents the Contractor from performing the service on or by the date agreed, the Contractor will immediately notify the Customer and give an estimate of the time for completion of the service.
5. The Contractor will provide all equipment and all materials as may be necessary to properly and efficiently perform the service. Unless otherwise agreed in writing all materials including products supplied will be new and of high quality fit for their purpose. All Contractor equipment will be safe for use, be properly maintained and capable of being used to carry out the service.
6. If the Customer requires a variation to the service, the Contractor will provide a quotation for performing the service as varied which additional sum will be added to the price if accepted by the Customer. If the Customer does not accept the quotation, the Contractor is not obliged to carry out the variation.
7. The Contractor may use sub-contractors to provide any of the service. In such circumstances, the Contractor will ensure that:
 - a. the sub-contractors so engaged are suitably qualified, hold all necessary licences and are otherwise able to perform the service in a proper and workman-like manner;
 - b. the sub-contractors so engaged do not by act or omission do or not do anything that would if done or not done by the Contractor be a breach any of these terms;
 - c. the sub-contractors so engaged have current or necessary insurances.
8. The Contractor is solely responsible for all fees payable to sub-contractors.

ACCEPTANCE OF THESE TERMS

9. Any act by the Customer or those legally acting on behalf of the customer which requests the Contractor to begin performing any services or providing any materials will be deemed as acceptance to these Terms and Conditions.
10. Once these Terms and Conditions are accepted they are irrevocable and cannot be amended without the written consent of the Contractor.
11. In the event there is more than one party as a Customer to these Terms and Conditions, all Customers will be jointly liable for these Terms and Conditions.
12. Should the Customer cancel the engagement of the Contractor after it has been accepted, the Customer agrees they may be held liable for any costs incurred by the Contractor in relation to the provision of the services and/or provision of products up to the point of cancellation.

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Periodic Maintenance Form**Maintenance Date:** 6/7/2017**QUOTES, INVOICES AND PAYMENT**

13. A quote provided by the Contractor will remain valid for thirty days. On expiry of that period, if the Customer wishes to proceed a new quote will need to be provided prior to the Contractor undertaking the service.
14. All quotations will be sent via electronic means, any verbal quotation given by the contractor may not represent a true and accurate value and we will not be held liable for any variation/s to any verbal quote given.
15. The Customer will pay the Contractor's fee on completion of the service. The price includes GST and is the full amount which the Customer will pay for the service.
16. The Contractor will issue a tax invoice for the service setting out the service performed, including any variation, the date the service was performed and by whom. The tax invoice will also separately identify all expenses and any GST payable. This tax invoice will include the final price for the services performed and any goods provided, this price may vary from the quoted price at the discretion of the Contractor
17. Payment of the Contractor's tax invoice should be made in the following manner: Credit card, cheque, electronic transfer to the Contractor's bank account or Cash.
18. Where the Customer fails to pay any tax invoice on or before the due date, the Customer agrees that the Contractor at their discretion will add interest to the total outstanding amount at the rate of 3% interest per calendar month and that the Customer will be liable to pay an accrued interest in addition to the outstanding amount.
19. In the event the Customer defaults in payment of an invoice, the customer shall indemnify the Contractor from any costs incurred by the Contractor in recovering the outstanding amount, including but not limited to solicitors fees.
20. The Customer is not entitled to deduct any invoiced amount from any amounts owing to the Customer by the Contractor.

JURISDICTION

21. It is agreed by the Parties that these Terms and Conditions will be construed in accordance with the Law of NSW and each Party covenants that it submits to the jurisdiction of the Courts of NSW for the resolution of any dispute under the Agreement.

FORCE MAJEURE

22. Neither the Contractor nor the Customer shall be held liable for any breach of these terms where the breach arises from an act of God, war, natural disaster, terrorism or any other event beyond the reasonable control of either party.

LIMITATION ON WARRANTY

23. The Contractor warrants that all the service it performs including any product it supplies as part of the service will be fit for its intended purpose, will be capable of being used by the Customer for its intended purpose and will perform in accordance within its applicable specifications (if any).
24. All statutory warranties that can be lawfully excluded are hereby expressly excluded.
25. To the extent permitted by law, the Contractor is not liable for negligence or otherwise to any person including the Customer for any loss or damage including consequential loss suffered or incurred in relation to the Contractor's service or products supplied.
26. Where the service is not of the kind ordinarily required for personal, domestic or household use or consumption then the liability of the Contractor is limited pursuant to s.64A of the Competition and Consumer Act 2010 (Cth) to, at the discretion of the Contractor: the supplying of the service again; or the payment of the cost/s of having the service supplied again.

OCCUPATIONAL HEALTH AND SAFETY/WORKPLACE HEALTH AND SAFETY

27. The Customer will ensure that, if the service is to be performed on the Customer's property, the Customer is authorised to occupy those premises and obtain the service.
28. The Customer will ensure that if the service is to be performed on the Customer's property, that at all times the property is safe and that all facilities provided by the Customer for the purposes of enabling the service to be performed are also safe.
29. The Customer will ensure that the Contractor will have unencumbered and unobstructed access to the area/s of the premises requiring the service.
30. The Contractor will ensure that at all times in performing the service it uses safe and proper procedures and practices and that all its employees are properly trained and supervised and observe all proper safety practices. Where protective equipment, materials or clothing are required these will be provided by the Contractor and the Contractor will ensure that these are used at all relevant times.
31. The Contractor will at all times have current Workers Compensation insurance and will, on request with prior notice, provide evidence to the Customer of its currency.

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Periodic Maintenance Form

Maintenance Date: 6/7/2017

RETENTION OF TITLE

32. Authority to enter site and remove goods if not paid for.
33. The Customer agrees that legal and equitable title to the Goods is retained by Rob Adam Refrigeration until Rob Adam Refrigeration receives payment in full from the Customer for the Goods, the Services and all other goods and services supplied to Purchaser by Rob Adam Refrigeration at any time. Prior to title in the Goods passing to the Customer, the Customer;
 34. holds the goods as bailee and fiduciary agent of Rob Adam Refrigeration;
 35. where the Customer processes the Goods, either by using the Goods to manufacture other goods or by incorporating the Goods in or with any other goods, holds such part of the new goods (Processed Goods) on trust for Rob Adam Refrigeration as bailee and fiduciary agent of Rob Adam Refrigeration;
 36. must store the Goods and such part of the Processed goods separated from its own goods and those of any other third party in such a way as to clearly indicated at all times that the Goods and such part of the Processed goods are owned by Rob Adam Refrigeration; and
 37. must ensure that, at all time, the Goods and such part of the Processed Goods are properly stored, protected, readily identifiable and insured.
 38. The Customer hereby agrees to accept this anointment as bailee and fiduciary agent of Rob Adam Refrigeration.
39. In the event of a breach of this contact by the Customer including, without limitation, failure by the Customer to make payment for the Goods by the date specified by Rob Adam Refrigeration to the Customer, the Customer must return the Goods to Rob Adam Refrigeration immediately on demand. The customer hereby grants full leave and irrevocable licence to Rob Adam Refrigeration and any person authorized by Rob Adam Refrigeration to enter upon any premises where the goods may for the time being place or stored for the purpose of retaking possession of the Goods. If the customer does not return the Goods to Rob Adam Refrigeration on demand, Rob Adam Refrigeration shall be entitled (without further notice) to enter upon the Customer's premises at any time to do all things necessary to recover the Goods.
40. The Customer agrees that:
 - a. it shall be liable for all costs, losses, damages, expenses or any other sums of money incurred or suffered by ob Adam Refrigeration (including consequential losses and damages) as a result of Rob Adam Refrigeration retaking possession of the Goods or otherwise exercising its rights under this clause;
 - b. it shall indemnify Rob Adam Refrigeration for all fees.
41. The parties agree that this clause is not intended to create a charge or any other form of security interest and that if and to the extent than, as a matter of law, this clause creates a charge or any other form of security interest the offending words shall be deleted.

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