



Dear Sirs

The Tile Association Technical Inspection

I refer to your enquiry regarding the TTA Technical Inspection Service. I have pleasure in giving details of the Technical Inspection service offered by this Association.

The Technical Inspection on site service offered by this Association provides for an expert inspection and impartial written report on the quality of workmanship of the fixing of wall and floor tiling at a particular site. The service does not report on the manufacture, shading or quality of the tiles themselves, but on the workmanship of the fixing technique adopted and its suitability for installation. Consideration may also be given as to the selection of the particular tile in relation to the work involved. The inspection is non destructive.

If it become apparent during the course of the inspection that remedial work may be necessary, recommendations as to such remedial work may be included at the discretion of the inspector.

The fee for this service covering tiling projects up to 50 square metres, which includes reasonable expenses, etc. of the inspector travelling to the site, is £932.50 plus VAT. Expenses may be charged when a site is not easily accessible to an inspector. Supplementary fees will be charged for court attendance and may apply if further correspondence is required.

The inspection offered is non-destructive, should it become apparent that destructive testing is required; an additional fee of £52.50 plus VAT will be charged and should be paid directly to the inspector at the time of the inspection. Destructive testing will be undertaken at the client's own risk. The Tile Association takes no responsibility for damage incurred during destructive testing.

Additional fees will be incurred for court attendance and if additional information is required over and above the contents and remit of the report.

Please note inspections are carried out Monday-Friday during office hours.

Full payment including VAT is required at the time of instructions to proceed. A receipted invoice will be rendered at the time of, or shortly after, the date of the written report to the firm or person giving the instructions for the inspection and report.

The report is made by the Association acting as an expert, and not as an arbitrator or a mediator. No extension, implied or actual, of the scope of this service offered can be accepted and no liability in contract tort or otherwise attaches to the Association or its agents in respect of any advice, or lack of advice, given in such report. The Association reserves the right, as its sole discretion, to decline any request for the service

Arrangements to proceed can only be put in hand upon return of a copy of the inspection booking form, having been duly completed, together with full payment and copies of all relevant correspondence.

Yours faithfully,

Kay Porter
Company Secretary



**The Tile Association Inspection Service
Booking Form**

Please make arrangements for a technical inspection and report. I accept the terms, scope and conditions of the inspection service as set out in the accompanying documentation.

Client Details (Please print clearly)

Your name _____

Company Name (where applicable) _____

Address _____

Telephone Number _____ Email address _____

Address of site to be inspected

Access to site

Access to be arranged with Mr/Mrs/Ms _____

Daytime telephone number _____

Reasons for requesting an inspection

Please provide full details of the problem together with details of any dispute between parties involved. Copies of all relevant correspondence should be provided with this booking form to ensure the inspector is aware of all circumstances before the inspection. Please continue on additional sheets if necessary.

Name and address of tiling contractor:

Payment

The fee of £932.50 + VAT plus expenses and additional costs for, eg, destructive testing, where necessary, is agreed and our payment of £1119.00 is attached. Settlement of any additional balance due must be made within 14 days of the invoice issued with, or shortly after, the inspection report.

Signature _____ Date _____

Please note we are able to take payment by Cheque or Debit Card



Terms and conditions for use with TTA independent inspections

1. The onsite technical Inspection service offered by this Association provides for an expert inspection and impartial written report on the quality of workmanship of the fixing of wall and floor tiling at a particular site. The service does not report on the manufacture, shading or quality of the tiles themselves, but on the workmanship of the fixing technique adopted and its suitability for installation
2. Inspections undertaken by The Tile Association are based on the requirements of relevant British Standards, for example, BS5385, the Code of Practice for fixing wall and floor tiles and BS 8000 Part 11, Workmanship on building sites –Part 11: Internal and external wall and floor tiling – Ceramic and agglomerated stone tiles, natural stone and terrazzo tiles and slabs, and mosaics, together with relevant Tile Association technical documents.
3. Inspections are carried out Monday to Friday between the hours of 9 a.m. and 5 p.m. Additional fees will be charge for inspections undertaken outside of these hours.
4. The content of the report will be based on information provided by the client at or before the time of inspection. The report may be subject to alteration, at additional cost to the client, should additional technical information be made available after the report has been issued.
5. The inspection offered is non-destructive, should it become apparent that destructive testing is required; an additional fee of £50 per tile plus VAT will be charged and should be paid directly to the inspector at the time of the inspection. Destructive testing will only be undertaken at the client's own risk. The Tile Association takes no responsibility at all for damage that may be incurred during destructive testing.
6. During the inspection Schmidthammers or Rebound hammers are frequently used when investigating floor failures. The tool measures the coefficient of restitution of the flooring (the solidity of the installed floor tile). The use of this or any other testing product may result in damage to the tiling should the bed contain voids. This testing will be undertaken at the client's own risk and The Tile Association takes no responsibility for damage incurred during such testing.
7. Should it become apparent that testing of tiles, adhesives or grouts is required; the client will be referred to UKAS, the UK Accreditation Service for details of an appropriate accredited testing house. The client will be responsible for arranging and paying for any tests.
8. Additional fees will be incurred for court attendance and if additional information is required once the report has been issued.
9. Additional fees or expenses may be charged if there is no inspector local to the inspection site.
10. The inspection will not be undertaken until the full deposit has been paid and the final inspection report will not be issued until full payment for our services has been received.
11. The settlement of any additional costs must be settled within 14 days of the issue of the invoice.
12. The report is made by the Association acting as an expert, and not as an arbitrator or a mediator. No extension, implied or actual, of the scope of this service offered can be accepted and no liability in contract tort or otherwise attaches to the Association or its agents in respect of any advice, or lack of advice, given in such report.
13. The Association reserves the right, as its sole discretion, to decline any request for the service