



PennyGranny

Step by Step Guide



Portable Buildings for Hire

Hiring a portable building is a practical, fast and cost-effective solution.

PennyGranny specialises in the commercial hire of relocatable buildings suitable for:

- Insurance claim accommodation (make-safe and temporary facilities)
- Temporary Accommodation or emergency accommodation
- On-site offices for residential or commercial construction projects
- Temporary business operations during renovations or rebuilds
- Project offices, meeting rooms or staff facilities

Our buildings are delivered ready-to-use for easy connection.

STEP 1 - Submit an Enquiry

Feel free to call a friendly team member on 1300665750.

Or submit an enquiry via our website, you will have emailed to you a Site Evaluation Form or you will receive a phone call from our team who will guide you through the next steps.

STEP 2 - Site and Project Assessment

After your enquiry, you will receive a Site Evaluation Form requesting information about:

- Site access for delivery vehicle
- Building requested
- Proposed building location
- Duration of hire
- Intended use, for example insurance claim
- Additional notes

After a discussion you will be asked to provide a short access video to confirm safe delivery and placement.

Hire information and a Site Preparation Guide will be issued, outlining footing requirements, delivery conditions and service connections.

STEP 3 - Hire Agreement and Security Deposit

Once the assessment has been completed, PennyGranny will issue a Hire Agreement via secure digital signature.

At signing:

- A Hire Security Deposit is required
- The Hire Security Deposit is fully refundable at the end of the hire period, subject to condition and fair wear and tear
- The hire period, hire fees and responsibilities of the Hirer are clearly defined in the terms and Conditions attached to the agreement.

STEP 4 -Site Preparation

Is your ground levelled? Do you have footings for the cabin to sit on?

Our team will send you detailed recommendations on the footings type you will need to supply for the chosen Portable Cabin.

Prior to delivery, the Hirer must ensure the site is prepared in accordance with our guidelines in our Site Preparation Guide.

Approved support methods include:

1. Concrete footings or steel piers (for uneven ground)
2. Concrete sleepers, treated timber sleepers or concrete blocks (for level ground)

For hires over 12 months, we recommend concrete sleepers or blocks

PLEASE NOTE: if a crane is required this cost will be incurred by the client for delivery and pick up.



STEP 5 -Delivery and Placement

Delivery fees may apply and are subject to the hire period and location, please discuss this with a PennyGranny team member.

All of our Portable Cabins are trucked to their destination and placed directly onto your prepared site.

Key delivery requirements:

- Minimum 3.5- 4m clear access for straight entry
- Minimum 6 m clearance where turning from a standard two-lane road is required

However, some deliveries require a crane to position the cabin onto the footings. Deliveries to the sloping sites, sites with difficult access, sites with soft(wet) grounds or high footing's structure, will certainly require a crane.

All our cabins are supplied with the special lifters manufactured into the frame and the crane can lift the cabin over a double story house if needed. (Crane costs apply)



STEP 6 -Service Connections

Once the unit is positioned, the hirer is responsible for engaging licensed trades to connect the following services:

- Power
- Water
- Sewer (where required)

Please note that the cost for these connections is the responsibility of the hirer. Penny Granny is not responsible for the connection of the building.

Your hire will officially start the following day of you delivery.