

Prepare a clearer moving quote

Fill what you know; leave unknown details blank. Use this locally, then share relevant details with the quote team.
This file does not submit an enquiry.

1 Route and requested move

Pickup area / city

Destination area / city, if known

Preferred date / flexibility

Service requested (home / office / vehicle / storage)

2 Items to include in the request

Item / group	Qty	Size, fragile items or handling notes
Beds / mattresses		
Wardrobes / cabinets		
Sofa / seating		
Dining table / chairs		
Other tables / furniture		
Refrigerator		
Washing machine / appliances		
TV / electronics		
Boxes / cartons		
Glass / fragile items		
Office desks / equipment		
Bike / car, if requested		
Other items		
Items excluded from the move		

Add dimensions for large items where possible. Discuss dismantling, reassembly, special crating and vehicle conditions instead of assuming they are included.

Access and quote decisions

Use these details to discuss the actual arrangement. A preferred date or service request is not a confirmed booking, tariff or delivery guarantee.

3 Access at both ends

Pickup: floor, lift, loading distance, parking and entry slot

Delivery: floor, lift, loading distance, parking and entry slot

4 Packing, receiving and special requirements

Packing / fragile items / special handling requests

Receiving contact arrangements / delivery constraints (if known)

5 Confirm the written quote before booking

- | | |
|--------------------------|---|
| ☐ | Inventory, addresses, access and requested dates shared |
| ☐ | Available shared/dedicated vehicle or storage arrangement discussed |
| ☐ | Packing, handling, freight, unloading and setup responsibilities listed |
| ☐ | Included/additional charges, applicable taxes and change conditions clear |
| ☐ | Any insurer, premium, cover, exclusions and claim process discussed |
| ☐ | Pickup/delivery windows and responsible contact confirmed |

Record Yes or Not yet for each point. Published planning ranges and this checklist do not replace your itemised quote or agreed terms.