

# Classic MOVING & STORAGE

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Please complete as many of the questions below as you can, in order for us to be able to provide you with a quotation for your proposed move.

Full name of person to whom the personal effects belong :

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Home tel number :

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Work tel number :

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Mobile tel number :

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Email address :

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Are you paying for the move yourself?

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If not, please advise the name of the company and the HR representative/contact who will authorise and pay for your move:

Required packing dates :

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Collection address:

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2<sup>nd</sup> collection address if applicable:

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Please advise if there are any parking restrictions or access problems at these addresses (e.g. resident's permits, zig-zag lines, red route, narrow road, width restrictions etc):

Destination country & town:

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Delivery address if known:

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Please specify if you think there are any items which may be difficult to move or will require additional labour (e.g. piano, safe, unusually large or heavy item of furniture etc) :

Please advise of any items that are of a particularly delicate nature, which may require special attention (e.g. unusual ornaments, musical instruments, chandeliers, large clocks etc) :

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We would ask that you walk around your property and complete the following list room by room, giving us an indication of what personal effects and furniture you have to move.

Item	Quantity
Side / End Table	
Coffee table	
Bar unit	
Corner display	
Side board	
2 seater sofa	
3 seater sofa	
Sofa bed	
Armchair	
Overstuffed armchairs	
Small desk	
Large desk	
Books / files	
Curtains	
Small TV	
Medium TV on stand	
Large TV (or TV with stand)	
TV stand	
VCR / DVD	
Stereo (small)	
Stereo (large or with cabinet)	
Video's / DVD's CDs	
King-size bed	
Queen bed	
Double bed	
Single bed	
Night table	
Chest of drawers (small)	
Chest of drawers (medium)	
Chest of drawers (large)	
Double wardrobe	
Single wardrobe	

Item	Quantity
Dining room table (4 people)	
Dining room table (6 people)	
Dining room table (8+ people)	
Dining room chair	
Magazine rack	
Ottoman	
Half bookcase (3 ft tall)	
Tall bookcase (6 ft tall)	
Secretary desk	
Standing lamp	
Small lamp	
Table lamp	
Umbrella stand	
Coat rack	
Small rugs	
Medium rugs	
Large rugs	
Stool	
Upright piano	
Baby grand piano	
Grand piano	
Grandfather clock	
Office desk	
Swivel chair	
File cabinet (2 drawer)	
File cabinet (3 drawer)	
File cabinet (4 drawer)	
Books / files	
Computer setup	
Fax / printer	
Phones	
Safe	



