



RELOCATION QUESTIONNAIRE & INVENTORY

Thank you for considering Metromovers for your relocation.

In order for us to provide a fixed price quotation for your move, please complete the following questionnaire and inventory list, providing as much detail as possible about your moving requirements.

Please complete the form and send to us by either;

1. Filling out the form on your computer, saving it as a pdf and emailing it to us.
2. Printing this form and then either faxing or posting to us.

NAME			
PHONE		MOBILE	
EMAIL			

Move Date		Preferred Delivery Date	
Uplift Address		Delivery Address	
State		State	
Country		Country	
Postcode		Postcode	
Special Instructions			
Where did you hear about us?			

Please enter your items to be included in the move:

BEDROOMS	1	2	3	4	LOUNGE	DINING ROOM	KITCHEN
Wardrobe					Mod. Lounge Suite	Table	Refrigerator L
Portarobes					Lounge - 2 seater	Chairs	Refrigerator M
Lowboy					Lounge - 3 seater	Carver Chairs	Microwave
Dressing Table					Sofa Bed	Traymobile	Freezer
Duchess					Arm Chairs	Buffet/Sideboard	Kitchen Table
Chest of Drawers					Other Chairs	Buffet Hutch	Kitchen Chair
Cheval Mirror					Ottomans	Crystal Cabinet	Kitchen Hutch
Valet					Television	Air Cooler	Dishwasher

BEDROOMS	1	2	3	4				
Bedside table					Enter'ment Unit -sml		Std Cartons	Stove/oven
Box or Chest					Enter'ment Unit -lge		Book Cartons	High Chair
Cupboard					Video/dvd player			Stools
Rocking Chair					Stereo			Std Cartons
Chair					Coffee Table		HALL/FOYER	Book Cartons
Stool					Occ. Table		Hall Table	
Desk					Bookcase		Hall Stand	
Computer					Bookshelf sml		Cupboard	
Computer Desk					Wall Unit		Phone Table	
Bookshelf sml					Bureau		Glory Box	LAUNDRY
Bookshelf Lrg					China Cabinet		Pedestal	Washing Machine
Television sml					Piano		G'father Clock	Dryer
Television Lrg					Piano stool		Hat Stand	Brooms
Single Bed & M					Heater		Std Cartons	Ironing Board
Bunk Beds					Standard Lamp		Book Cartons	Linen Basket
Double Bed & M					Bean Bag			Laundry Basket
Queen Bed & M					Magazine Tidy		GARAGE/SHED	Vacuum Cleaner
King Bed & M					CD Rack		Wheelbarrow	Table
Mattress Sgle					Rugs		Mower	Cupboard
Mattress Dble					Fan		Ride on Mower	Clothes Airer
Mattress Qn					Std Cartons		Whipper Snipper	Polisher
Mattress Kg					Book Cartons		Blower	Std Cartons
Foldup Bed							Other Tools describe	
Bags					STUDY/OFFICE		Garden Tools	SUNDRIES
Cot					Bookcase		Ladder	Sewing Table
Bassinet					Student Desk		Trolley	Sewing Machine
Play Pen					Desk		Compressor	Dressmk Dummy
Pram					Credenza		Work Bench	Golf Bag & Buggy
Change Table					Office Chair		Tool Box	Suitcases
Bouncer/rocker					Computer		Cupboard	Card Table
Std Cartons					Computer Desk		Metal Shelf Units	Dolls House
Book Cartons					Printer		Bicycles	Rocking Horse
					Photocopier		Std Cartons	Std Cartons
GYM					Filing Cab. 2 dr		Book Cartons	Book Cartons
Exercise Bike					Filing Cab. 3 dr			Picture/Mirror
Weight Bench					Filing Cab. 4 dr		OUTDOOR	Pot Plants sml
Ab Roller					Std Cartons		Outdoor Table	Pot Plants med
Gym Set					Book Cartons		Bench Seats	Pot Plants Lge
Treadmill							Fold/Stack Chair	Pots
Weights							Chairs	Statues
LIST EXTRA ITEMS HERE							Garden Setting	Esky
							Folding Lounge	Surfboard
							Sun Lounge	Kayak
							BBQ	Pool Table ¾
							BBQ Webber	Stipped Bags
							Statues	Fish Tank Lge
							Kids table/chairs	Fish Tank sml
							Trike	Dog Kennel
							Childs Car	Dog bed
							Swing (dismantled)	Std Cartons
							Trampoline (dism'd)	Book Cartons
							Wading Pool	

SPECIAL REQUIREMENTS

Please advise us of any extra large/heavy or fragile items, pianos, pool tables etc that require special attention or equipment.

Will any items need to be lowered over the balcony?

Will we need to remove any doors or windows from fridges or from the residence to assist in getting these items out?

STORAGE

Will you require interim or long term Storage for your goods at Metromovers Storage Facilities prior to shipping and/or storage overseas prior to delivery?

Interim

Long Term

Please give details.

PACKING AND UNPACKING

Do you require us to pack some or all of your small items into boxes?

YES

NO

Do you require us to Unpack some or all of your boxed items at delivery?

YES

NO

To counter top?

Or fully unpacked into cupboards?

RELOCATION

All items that are too large to be packed into boxes will be prepared and individually wrapped with premium grade International Wrap.

Please advise if there are any delicate items which you require to be Custom Crated?

YES

NO

Please provide details of items below.

INSURANCE

We can arrange insurance for your relocation. Would you like further information regarding this?

YES

NO

ACCESS DETAILS (IF KNOWN)

At UPLIFT, Please enter the details about the access at the home you are moving from:

1. Is the property a house or apartment or other? Please describe?

2. Is the access via stairs? If so, please details how many internal and external stairs?

3. Is the access via Lift? Can the truck park near the entrance to the lift?

4. Can the truck park in the driveway or on the street or in loading bays?

5. How close can the truck park to the entrance to the home?

6. Please advise of any parking restrictions, permits or clearways or anything else we should be aware of?

ACCESS DETAILS (IF KNOWN)

At DELIVERY, the quotation is based on reasonable access to a single level home where the truck can park within 20 metres from the entrance to the home. Please describe, if known, if the access is will be different.

Any other details you wish to add?

Thank you for taking the time to provide us with your moving requirements.
We shall prepare a quotation based on the information you have provided.

We look forward to being of service to you.

Thank you for taking the time to complete this form.

You can return this form by either:

1. Saving a copy of the completed version to your computer for your reference and then email a copy through to admin@metromovers.com.au

or

2. By printing this form and then either faxing or scanning or posting to us.

Fax: +61 (03) 8692 1077

Post: PO Box 33311 Domain LPO Melbourne 3004