

THINGS TO REMEMBER ON DELIVERY DAY

1. To assure that everything that was loaded at origin is delivered at destination, you **MUST** check off the inventory yourself. Ask the driver and helper to call off to you the inventory numbers which are on each box and piece of furniture.
2. Check the conditions of household goods as closely as possible for damage. Make note of any exceptions to the condition of the household goods on the inventories upon delivery. There is a column within the inventories especially for the exceptions.
3. Boxes that contain items of high value, such as silver, works of art, etc., should be unpacked immediately.
4. The driver is responsible for setting up the beds and reassembling any items that he disassembled at origin.
5. If you wish to have everything unpacked, call your Relocation Counselor prior to delivery so that we can arrange unpacking services for you.
6. If you choose to do your unpacking , there is an additional charge for box pickup
7. Before your driver leaves, make sure you have noted on the inventoried the condition of your household goods and any missing items.
8. If you have any questions regarding delivery or we fail to meet your expectations in any way, please call your Relocation Counselor.