**623 206 2033 Moving Suggestions Checklist**

to ensure your move day goes smooth

**Your House you’re moving into must be closed and you have the key before we arrive on move day. WE DO NOT MOVE ANYONE THE SAME DAY THEY CLOSE WITH TITLE If you tell us it’s closed and don’t have the key, or your storage unit is not ready, we charge $200 per hr. wait time. Pro-rated**

**Please insure you are completely ready for move job with everything boxed sealed and ready to go on move day. Such delays could result in move cancelation or additional fees to be charged. We Will Not Wear Masks. NOT ALL MOVERS ARE FIREFIGHTERS. We have to have some that aren’t due to wildland season.**

1. Please no vehicles parked along the sidewalk on either side of driveway in front of your house on move day.
2. Have all appropriate items boxed;
3. All items that fit in a box must be boxed
4. Minimal Open boxes or items sticking above or out of boxes.
5. All bottoms of boxes should be reinforced with moving tape or similar.
6. You may choose to leave items in dressers drawers unless; it is being moved to or from a second floor or the dresser is unstable then the items will need to be packed in boxes. We will not be liable for items broken inside the drawers when moved or overweight breakage if drawers are too full. **NOT RESPOSNSIBLE FOR GRANITE, MARBLE,SLATE OF ANY KIND UNLESS WE DROP IT.**
7. No hazmat, propane, gasoline, or caustic chemicals can be moved at any time due to insurance regulations. Not responsible for any liquids you pack in boxes damaging your or others belongings. Not responsible for liquids you pack or damage they cause.
8. Please visibly mark all boxes with the names of the rooms they need to be placed in. If you choose to write what is inside also on the box, please make the room names larger.
9. Please do not disassemble any metal bed frames.
10. Please do not schedule contractors or cleaners to be present at either house you are moving from or into on the day of the move. This may result in additional charges for potential delays. We do not want to be in in the way of others or vice versa. We cannot adjust our schedule if you schedule contractors after you scheduled us.
11. Please make sure the person responsible for move remains on sight during the entire move (no errands).
12. ***After loading the moving truck of all items scheduled for move, we will conduct a final walk through to make sure everything you need and want has been loaded. Failure to notify the moving team of missing or unloaded items will incur additional charges if they must return to load forgotten items, whether same day or another day. Most often we are unable to return same day due to a booked work schedule so please ensure during the walk though that all items are accounted for****.*
13. **For safety reasons we ask that during move, that you stay by the front door while we unload, and direct us to what rooms to place the items. After the truck has been unloaded, we will all go inside together and rearrange furniture placement with how you want it. Please don’t follow us into the house during the move, this causes work delays and potential safety issues.**
14. Also please make sure to bring your payment method with you to the new residence once moving job is complete at old residence.
15. I agree to pay Off Duty Firefighters Will Move LLC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for my move.

**Non Refundable Deposit given\_\_\_\_\_\_\_\_\_\_\_ Date of move\_\_\_\_\_\_\_\_\_\_Balance Due\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Note:** Credit card payments will need to add a 3.5% processing charge

Checks returned NSF will incur a $100 charge Cash. Checks require a credit card guarantee,

**WE WILL CALL YOU THE NIGHT BEFORE 6 PM TO 8 PM**

**SIGN BELOW DATE BELOW**

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