



ReloSecurity Selection Checklist

Print and give a copy to all the Movers, so you can compare based on the same information.

Keep a copy in your move file so you are clear as to what you asked of each mover.

- The mover must do an in-home visual survey or a **video survey. (video this form)**
- It is the Mover's responsibility to identify any building access difficulties at origin and place any added costs on the estimate.
- If possible provide the mover with your destination address.
- The Mover is to google the new location at the time of the estimate to determine if there are any additional charges at destination. Shuttle services, long carries, parking restrictions etc. they are to include the cost in the estimate.
- If you do not have an address, provide the location as soon as you know it.
- You are responsible to show the movers exactly what is going.
- **Ask about non admissible items, and your responsibilities.**
- Provide all movers the exact same information of items moving, dates, address, other drop-off or pickup locations, any automobiles or odd items that need moving and storage requirements if applicable.
- If storage is needed ask if the goods will be stored in a warehouse or in a container outside.
- If the mover is packing, the mover is to provide the least expensive packing service. Either (cwt) by the hundred weight or per box.
- Does the cost include unpacking? What does that entail? Can you unpack yourself?
- Make sure the mover lists any complimentary packing service they may provide such as wardrobe service or mattress cartons on the estimate.
- If they are doing a partial pack or packing by the container have the mover clearly indicate the cost per box and the number of estimated boxes you will need.
- Make sure replacement value protection (insurance) is included in the estimate and ask about P.B.O boxes, boxes packed by owner, are they covered by insurance?
- **Be clear on the transit time guide**, the time it will take to deliver your goods.
- Make sure all taxes, service charges and assessorial charges are included.
- Make sure they list the destination agent address and contact information.
- Ask for written estimates on their letterhead, including all of the above charges guaranteed within 10%. Their estimated cost will be binding within 10%, if nothing changes from the original survey.

Base your decision on presentation, information, value added and price.