

“To Customer” Documents

House Removal Quote Request
Invoice to Client (VAT registered)
Invoice to Client (Not VAT Registered)
Liability Cover Disclaimer (Item not covered)
Review Request
Self-Packed Disclaimer
Terms and Conditions

Driver Related Documents

Drivers Duties Checklist (HGV)
Drivers Timesheet
Employment Contract Template
Licence Check
Medical Declaration
Porter and Driver Invoice Templates

Moving Process Documents

Office Move Checklist
Packing Guide (Advice to Removals Team)
Removal Job Schedule (Agreed services and items to pack)