



PREPARATIONS FOR YOUR MOVE

Customer AQM

Electrical appliances

All electrical appliances firmly installed, like dishwasher or washing machine which you want to include in the shipment/move, must be disconnected by an electrician. Check if usable at new destination. Electrician is charged with SEK 450 / hour, VAT excl. + travelling expenses (prices are only set for Sweden).

Estimated time: _____

HiFi, radio, TV, surround and computer systems

We recommend that you disconnect HIFI, radio, TV, surround- and computer systems and that you mark all cords ect, before disconnection. Alfa Quality Moving staff can disconnect cords but will not mark each and reconnect these at destination due to insurance regulations. NB! When moving outside the EU the customer must make a service number list and give it to the Alfa Quality Moving staff at the day of packing. Handyman is charged with SEK 375 / hour, VAT excl. Travelling expenses may be added.

Estimated time: _____

Fixtures, curtains, etc

We ask you to take down curtains and place them, for example, hanging over the back of a chair. Items firmly attached to walls, floors or ceilings must be taken down by yourself. If you are not able to arrange this we ask you to talk to your sales contact so that we can arrange a handyman for this at your expense. Handyman is charged with SEK 375 / hour, VAT excl. Travelling expenses may be added.

Estimated time: _____

Playground equipment

Playground equipment, childrens bounce equipment, childrens swings, need to be disassembled to be able to be loaded. Disassembling can be very time consuming due to non existing instructions and instance rust. This is the reason why this needs to be arranged by yourself well in advance of moving. NB! The equipment has to be dry and free of snow/water at the day of moving. Please place the equipment in the garage or storeroom. Handyman is charged with SEK 375 / hour, VAT excl. Travelling expenses may be added.

Estimated time: _____

House cleaning

Cleaning can be offered at all Alfa Quality Moving places in Scandinavia. Normally this service is not included in our estimates but we will of course send you a separate estimate for this service. See our website for more information. The charge for house cleaning depends on your living space.

Estimated time: _____

Rearrangement of furniture after the move

You can book a handyman from Alfa Quality Moving to furnish your new home. Handyman is charged with SEK 375 / hour, VAT excl. Travelling expenses may be added.

Estimated time: _____

Pets

Transport of pets in connection with your removal can be arranged and performed through Alfa Quality Moving. Ask your contact person for more information.

Medicine

All prescribed medicine for daily/weekly use must be brought by yourself.

Valuables

All types of valuables, like jewelry, bank documents, cash and other valuable documents should be brought by yourself or a courier. We also recommend you to keep them at a safe place well in advance of the removal.



PREPARATIONS FOR YOUR MOVE

Customer AQM

Keys, remote controls, screws etc

These items who are often requested immediately at destination. For this reason we have our special BLUE BOX where we pack all these items - the VIP box.

Photo pictures, family movies etc

We strongly recommend that you keep copies of pictures or family movies in a safe deposit at a bank or similar as these memories are hard to restore if anything unforeseen occurs.

Preliminary sorting / marking

Check your attic, cellar, garage and sort out what is going to be moved or not. Many charity organizations can pick up items, look in the yellow pages. Make sure that bicycles, baby carriers etc are properly marked if they are kept outside your own store room and remember to inform us before the move.

Food stuff

NO food from refrigerator/freezer will be moved, nor will they be taken care of by our removal staff. Concerning dry food, ask your contact person for more information.

Alcoholic beverages

For removals inside the EU, you can only bring bottles for your own household purposes. Outside the EU, all alcoholic beverages are due to customs tax and duties. Ask your contact person for more information.

Plants (only valid for you who are moving inside the EU)

Alfa Quality Moving takes no responsibility for living plants. All outside plants or trees are prohibited to be moved between countries.

Garden tools

Garden tools, lawn movers etc have to be cleaned and emptied from fuel and oil. This is to protect your other household goods from possible stains and bad smelling caused by leakage.

Motor vehicles, boats etc

Normally, transport of cars, motorcycles, boats etc is not included in the quotation for the move. Ask your contact person at Alfa Quality Moving for more information and a seperate quote.

Inflammable liquids and firewoods etc

Due to restricted articles regulations, no inflammable liquids can be included in the move, wherever you may move.

Insurance value

We need the valuation form that you have received or will receive from Alfa Quality Moving no later than two weeks prior to your planned moving day. We will sign the insurance policy on behalf of our insurance company, IF, and send you the insurance policy before the move take place. The Insurance valuation list and insurance policy is seen as valuable documents. Please keep them safe. We do not move household goods without a signed insurance.

Damage or loss

In case of damage or loss a report should be sent to Alfa Quality Moving within two weeks after completed removal. There is a special claim form for this purpose. Ask your contact person for a form to fill out and send it to us. Alfa Quality Moving will take no action before we have received this document. Our aim is to solve occured errors asap and smoothly.

Customs duty outside the EU

For moves to countries outside the EU there are specific customs regulations for each country. Alfa Quality Moving will provide and assist you with these custom documents and rules.



ALFA MOVING

PREPARATIONS FOR YOUR MOVE

Removal boxes - delivery

Delivery of removal boxes before the date of the removal. Within a radius of 40 km in Jönköping, Stockholm, Gothenburg, Malmö, Karlstad, Växjö, Skövde and Örebro, the charge is SEK 1000 VAT excl.



Removal boxes - collecting

Request for collection of removal boxes after move has been preformed (within 30 days) will be charged extra. Rate depending on destination.



Storage

Are you in need of a secure and safe storage or an intermediate storage? Alfa Quality Moving have storage possibilities in Jönköping, Stockholm, Södertälje, Gothenburg, Malmö, Karlstad, Växjö, Skövde and Örebro. We will of course also help you to organize storage in other parts of the world.

Alfa Quality Moving takes care of your belongings:

- Storage with burglar alarm
- Nocturnal surveillance
- Pest Control Service Agreement
- Insurance



Contact

If you have any questions regarding your removal, please contact us. We look forward to assist you with any information you might require. www.alfamoving.com