

This Is How We Move It LLC

Moving Policy

1. Video Walkthrough/Walkthrough

- Exit and Entryways
- Doors Front/Back
- Door Jams
- Stairs and Railing
- Floors
- Walls All Types Including Behind Doors
- Tight Corners
- Clear All Walking Paths
- Over Prepare Never Under Prepare
- A Copy Of The Walkthrough is required for each site location and must be added to your work order in your calendar

2. Inventory

- Must be complete with customer on both ends
- Before Moving Anything and After Moving Everything
- Label and Mark All Items Including Damages To All Sides
- All Electronics Packed By This Is How We Move It LLC Must Be Turned On Before Packing and After Unpacking At The Unloading Location
- All Items Packed By Customers Must Be Labeled As Packed By Owner
- All Items Packed By This Is How We Move It LLC Must Be Labeled Packed By Carrier

3. Home Protection

- Floor Runners Placed On All Flat Surfaces In Home
- Door Jam Covers On All Exit and Entryways

- Plastic Covering For Carpet and Stairs
- Cover All Bannisters In Home With Furniture Pads and Secure
- Cardboard All Tight Corners and Use Painters Tape To Avoid Damaging Walls
- Pictures of this task being completed will be requested upon completion at each site location

4. Glass & Pictures

- All Glass and Pictures Transported By This Is How We Move It LLC Must Be Wrapped With Brown Paper and Then Boxed
- All Glass and Pictures Packed By Customer, This Is How We Move It LLC Will Not Be Responsible If They Get Damaged During The Moving Process
- All Glassware Must Be Wrapped With Packing Paper And Placed Vertical In Boxes With No Space Left In Boxes
- All Boxes With Glass Or Pictures Must Be Padded With Packing Paper Before And After Both On Top And Bottom Of The Box
- All Glassware Must Be Packed In A Vertical Position With Packing Paper In Between Each Layer For Protection

5. Jewelry and High Value Items

- All Jewelry and Small Electronic Items Must Be Packed And Transported By Customer ex: Ipad, Tablet, Laptops, Wedding Rings, Etc....

6. Furniture

- All Furniture Items With Legs And/Or Feet Must Be Removed And Reattached Upon Arrival
- All Furniture Must Be Wrapped Full And Complete (Front/Back/Top/Bottom/Sides) With Furniture Pads And Secured With Tape, Bands, And Shrink Wrap If The Item Has Drawers Or The Furniture Pad Is Loose
- All Furniture Items Are To Be Wrapped Before Moving And Unwrapped Once Properly Placed At The Customers New Location

7. Not To Be Transported By This Is How We Move It LLC

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- Hazardous Materials are not to be transported
- Perishable Items Are not to be transported
- Living Organisms are not to be transported
- Jewelry is never to be transported by company