HD Auston MOVING SYSTEMS

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Your Moving-Day Paperwork

What you'll sign, when, and why. No surprises, no rush.

Moving day is busy, and nobody should be asked to sign something they haven't had a chance to read. This guide walks you through every form before we arrive, so you know exactly what each one means. You can even **review and sign the first set of forms ahead of time**, so moving day starts with a handshake instead of a clipboard.

OUR PROMISE TO YOU

- **Never rushed.** Your foreman explains each form before asking for a signature.
- **Count and check.** You are welcome to count boxes and walk through with the crew.
- **Take your time.** Read every page and ask any question before you sign.
- **Speak up.** Write down anything that isn't right before you sign. Your notes matter.

You sign at three simple moments

1 BEFORE WE START

Can be signed ahead of time

- **Customer Protection Form**: what to expect and how we protect your home
- **High-Value Inventory**: list items worth more than $100 per lb, or check "none"
- **Declaration of Value**: choose your coverage level

2 END OF LOADING

Signed on moving day

- **Pickup Inspection**: walk through together, confirm nothing is left behind
- **Release of Shipment**: hands your belongings to us for the trip
- **Initial the time sheet**: start and end times

3 END OF THE MOVE

Signed on moving day

- **Delivery Inspection**: check your items and your new home
- **Acknowledgement of Delivery**: confirms what was delivered
- **Job Completion**: confirms times and charges. One signature.

SAVE TIME: SIGN STEP 1 BEFORE MOVING DAY

We'll send you the **Pre-Move Sign-Ahead Form** by email and text. It takes about 10 minutes. Read it, fill it in, sign, and send it back by **reply email**, by **text photo to 864.901.0328**, or through your **online customer account**. On arrival, your foreman will review it with you for a minute to make sure nothing has changed. That's it.

Short-notice move? No problem. Watch the 2-minute video and skim this guide; your foreman will walk you through everything on arrival before any work begins.

Prefer to watch? "What You'll Sign on Moving Day" (about 2 minutes)

The link is in your booking email and text. Questions anytime: call or text Hardy at 864.269.0073.

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Each form, in plain English

1 Customer Protection Form

BEFORE WE START · CAN BE SIGNED AHEAD

A short list of what to expect: walking through the home, keeping valuables with you, items we can't legally carry, how appliances are handled, and how your estimate and payment work.

What you do: Initial each item and sign. You keep a copy.

Why: So we agree on the ground rules before anything is lifted.

2 High-Value Inventory

BEFORE WE START · CAN BE SIGNED AHEAD

A list of anything worth more than $100 per pound: jewelry, silver, fine china or crystal, antiques, art, collectibles, rugs and similar items.

What you do: List those items, or check "I have none." Then sign.

Why: So our crew knows which items need extra care, and so your claim is handled correctly if something happens.

3 Declaration of Value (your coverage)

BEFORE WE START · CAN BE SIGNED AHEAD

Your choice of protection. **Basic coverage** is free but pays only 60¢ per pound (a 50-lb TV = $30). **Full Replacement Protection** repairs or replaces damaged items at today's value, starting at $196 for your whole move.

What you do: Choose one option and sign. If nothing is chosen, your move is covered at basic 60¢ per pound.

Why: So your protection is clear, in writing, and chosen by you before anything is moved.

4 Pickup Inspection + Release of Shipment

END OF LOADING · MOVING DAY

A final walk-through of your old home with the foreman, then a release that hands your belongings to us for the trip.

What you do: Walk through together, write down anything that isn't right, then sign. Initial the time sheet.

Why: So nothing is left behind and any concerns are on paper right away.

5 Delivery Inspection + Acknowledgement of Delivery

END OF THE MOVE · MOVING DAY

A walk-through of your new home after everything is unloaded, placed and reassembled.

What you do: Check your items and rooms. Note any damage or missing items BEFORE you sign.

Why: Anything noted here is easy to make right. Please don't skip writing it down.

6 Job Completion

END OF THE MOVE · MOVING DAY

The final page: start and end times, the services completed, and the charges.

What you do: Confirm the times and sign once. Your foreman signs last.

Why: Your final investment is based on the actual time needed to complete your move, not the estimated range, so we confirm the times together.

Only if it applies

Gift & Release Acknowledgement: if you choose to give the crew anything (furniture or other items you no longer want), you'll sign a short form confirming it was your choice. **Packing Material Ticket:** if our crew uses extra boxes or materials on moving day, you'll initial what was used.

Questions about any form, before or during your move? Call or text **Hardy Auston, Owner, at 864.269.0073**. We're happy to walk you through it.