

HERLIHY Moving & Storage, Inc.

614-871-4040 Columbus
740-775-6683 Chillicothe
www.herlihymoving.com

Helpful Tips for Your Move...

General Tips

- *Please leave your phone service connected or have a cell phone handy throughout moving day.*
- *Start thinking about where you want to put your furniture in your new home. It helps to draw a floor plan beforehand.*
- *If you have hardwood floors at your new home (including the kitchen, dining room, living room, etc.), set aside some blankets to protect the floors for your cartons. Setting cartons on bare hardwood floors can scratch them.*
- *Be on hand for the duration of the move to answer questions and give direction to the movers (and packers).*
- *Please do not schedule contractors (painters, carpet layers, etc.) on the same day as the move.*
- *Let us know if you had any difficulty the last time you moved with a particular piece.*
- *New builds—let us know if driveways or sidewalks won't be installed in time of move-in. Concrete should be over 1 year old before our trucks can drive on it.*

Packing Tips

- *If we will be doing your packing, please schedule it one or two days before your move date.*
- *If you plan to do the packing yourself, start collecting suitable containers and packing material. All packing should be completed before the movers arrive.*
- *Ask your Moving Consultant for a price list of our packing material. Order more than 25 pieces and receive 15% off. First delivery is free for HMS customers.*
- *All boxes should be filled to the top and sealed shut.*
- *Clothing can be left in dresser drawers. However, contents in desks and cabinets should be packed.*
- *If you are using used boxes, cross out old markings.*
- *Mark your boxes with these abbreviations to save time:*

<i>MBR – master bedroom</i>	<i>DR – Dining Room</i>
<i>BR2, BR3, BR4 – for additional bedrooms</i>	<i>KIT – Kitchen</i>
<i>GAR – Garage</i>	<i>BASE – Basement</i>
<i>LR – Living Room</i>	<i>FAM – Family Room</i>
<i>UTIL – Utility Room</i>	

- *Set aside jewelry, vital documents, money, and valuable items (>\$100/lb) to carry with you. Even if additional coverage is purchased, we limit our liability to \$100 per pound.*
- *Disconnect stereos, computers and other electronics. These MUST be in a box if you would like us to move them.*

Moving Tips

- *Home-assembled furniture (particleboard) must be disassembled prior to moving.*
- *If possible, defrost refrigerators/freezers 24 hours in advance. Inserting a box of baking soda keeps down odors and mildew. At the minimum, please have these appliances empty by the time the movers arrive.*
- *Keep coolers on hand to transfer refrigerator items.*
- *Disconnect washer, dryer and icemaker.*
- *Disconnect TV's and cable boxes.*
- *Have all beds stripped of their bedding.*
- *Lock file cabinets and remove the key to keep from breaking off in the lock.*
- *If you are moving items yourself, please try to have these moved before we arrive. Trying to move at the same time as us slows down the process.*
- *If you have a grandfather clock, please have the weights and pendulum removed before we arrive.*
- *We limit our liability to \$.60/lb per article unless you purchase additional coverage. Ask your Moving Consultant for more information.*
- *Do a final walkthrough with the crew to make sure nothing was left behind.*

Tips on saving money:

HMS is your full-service mover and we take pride making your move as easy as possible. The following are only suggestions. If you would like us to perform these services, just let us know:

- *Move fragile lamps, shades, pictures, mirrors, glass shelves and tops yourself. If we move these items we must properly pack them in boxes.*
- *Banisters & doors often need to be removed. If you know these must be removed, please feel free to go ahead and remove them.*
- *Disassemble & reassemble your beds*
- *Most importantly, be ready! Have boxes packed, all furniture cleared of all loose items and know where your furniture will be going in your new residence.*