



# Reliable Removals

TRANSPORT, REMOVALS, STORAGE  
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## OFFICE QUOTATION REQUEST

Please do not hesitate to make use of our **FREE QUOTATION** service available to you by completing the following details in full and either **telephoning, faxing or emailing** us the **full inventory (Page 3)** and **contact details (Page 1)**. Handy Hints and Tips to moving are available on request if required by fax.

**COMPANY:** \_\_\_\_\_

**ATT/NAME:** \_\_\_\_\_

**Removal Date Required:** \_\_\_\_\_

**Address/Area Moving From?**

**Address/Area Moving To?**

A. 


B. 


**\*NB PLEASE Tick the applicable for loading and offloading description and with regards to truck access etc-**

Loading Description

Offloading Description

A. House ( ), Office ( ), Cluster ( ), Townhouse ( )  
Flat ( ), Which Floor? ( ), Lift ( Y / N ), Stairs ( Y / N )

B. House ( ), Office ( ), Cluster ( ), Townhouse ( )  
Flat ( ), Which Floor? ( ), Lift ( Y / N ), Stairs ( Y / N )

Loading Truck Access

Offloading Truck Access

A. Easy ( ) Difficult ( ), Ferry/Shuttle Needed ( Y / N )

B. Easy ( ), Difficult ( ), Ferry/Shuttle Needed ( Y / N )

### Contact Details

**Office:** \_\_\_\_\_

**Direct Line:** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

***\*NB\*** Please complete the attached inventory list in detail in order for us to provide you with an accurate quotation as well as to ensure that any special requirements or abnormalities (i.e. specifically heavy/concrete/sleeper/marble/glass items, size and quantity of all items) regarding furniture is noted or indicated to our representative when making the quotation request.*

*Reliable Removals will endeavor to transport your goods to any town or city within South Africa as well as Internationally for you, securely, effectively and efficiently.*

*Should references be required by you please contact one of our staff members using the above contact details.*