

An Extra Body Movers

Character • Quality • Excellence

Moving Tips

The key determinants as to how long a move will take involve these three primary factors:

A) Total number of items to be loaded

This can be managed by boxing, bagging or putting loose items into symmetrical containers.

B) Flights of stairs to be climbed

Going **down** a few flights of stairs is easier than going **up** but we still must be careful and move slowly so that we do not damage the furniture, damage doorways or scuff wall surfaces – no one wants that!

C) Number of large or heavy items

As movers, we expect to move sofas, loveseats, mattresses and appliances. Most can be done with two movers.

To help our “self-move” customers to make accurate move-time estimations, we include the following guidelines:

- 1) Study our “**Move Policies & Procedures**” move times with “appliances and larger pieces of furniture” chart.
- 2) Figure out how much time (*and how many movers*) it required to move you *into* the place where you currently reside. That will help you decide how long and how many workers you will need for your move.
- 3) Consider how many items you have accumulated since you have been in your current residence. Add about 30 minutes of additional move time for each year and a half that you have lived there.
- 4) Remember that, thanks to gravity, carrying items **UP** flights of stairs is far more stressful than bringing items **DOWN** a flight of stairs. Add an additional 30 minutes (or an additional mover) for each flight of stairs (one flight is *included* with the move rate)
- 5) We have six (6) **Categories** of moves and suggested move-time windows. Moves can be shortened by 40% by adding an additional mover.

C1) Home to Home

- Studio/One Bedroom = 3 hour move (2 movers)
- Two Bedroom = 4 hour move (2 movers)
- Three Bedroom = 5 to 7 hour move (2 movers)

C2) Truck Load or Unload

- Studio/One Bedroom = 2 hour move (2 movers)
- Two Bedroom = 3 hour move (2 movers)
- Three Bedroom = 4 hour move (2 movers)

C3) Home to/from Storage

- Studio/One Bedroom = 2 hour move (2 movers)
- Two Bedroom = 3 hour move (2 movers)
- Three Bedroom = 4 hour move (2 movers)

C4) The “Big Stuff” – In this category, we just pick up only the items that require two or more people to move.

C5) Special Project – Packing

C6) Special Project – Assembly

Special Fees Schedule

An Extra Body Movers has an internal “on-time” policy when we work. It is important to our customers and it is just as important to us. We know that when our customers schedule a window of work for us, they want us to get in and get the job done so that they can get on with their day. If you are that next customer, you appreciate that. We have an excellent record of this so far and we want to keep it that way. To encourage our customers to schedule work times accurately, we have implemented the following special fees.

Underestimation Work Fee

Over 1 hour	\$100
Over 2 hours	\$300
Over 3 hours	\$500
Over 4 hours	\$800

Undisclosed Flights of Stairs

Second Flight	\$100
Third Flight	\$250
Fourth Flight	\$400
Fifth Flight	\$600