

FORMS AND DOCUMENTS

ADDITIONAL SERVICES PERFORMED

This form will be presented to you by your mover at origin and again at destination to sign or initial. Additional services available for your household goods could be the following:

Containers	Appliance Unservicing
Packing/Unpacking	Appliance Servicing
Extra Pickup/Delivery	Bulky Article Charge
Elevators/Stairs Charge	Extra Labor Charge
Piano/Organ Charge	Excessive Distance Charge

Important! Please take a moment **before** signing the *Additional Services Performed* to make sure you received the services.

BILL OF LADING

This represents your acknowledgment that your household goods have been loaded on the van and released to the care of O'Neil Relocation/United Van Lines.

INVENTORY

The van operator uses this form as a registration of your belongings. Each item receives a small color coded numbered tag which corresponds to the written number on the *Inventory* form. The van operator will also state the present condition of your items.

INVENTORY CONTROL FORM

Make sure you have the *Inventory Control* form (number 1-659) with you at destination. You must check off your items from the inventory as they are unloaded from the moving van.

If a loss or damage is experienced, you must make a notation of the item on the extreme right -hand column of the van operator's original *Inventory* form. Write in the column across from the inventory tag number of the item lost or damaged. Make this notation on your copy of the *Inventory* form. Do not accept a verbal acknowledgment.

HIGH VALUE INVENTORY

If you have an item that qualifies as high value (any item in excess of \$100.00 per pound per article), complete the *High Value Inventory* form.

Read and understand the *High Value Inventory* form.

Complete the form.

Show these items/boxes to the packers. An inventory tag number will be assigned to the items/boxes and noted on the *High Value Inventory* form.

Give the form to your van operator on the day of loading.

Retain the yellow copy for your records.

At destination, verify receipt of your high value items.