MOVING / 01

BUILD THE MOVE AND INVENTORY BRIEF

Give each provider the same non-sensitive move context. Keep exact addresses, access codes and item values private.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Move type, household context and preferred private follow-up method

Origin and destination city or state, date window and flexibility - exact addresses shared securely later

Room and item categories with rough client counts - no weight, volume or truck-size calculation

Large, delicate or special-handling items for provider assessment - no item values

Packing, unpacking, materials, disassembly and reassembly responsibilities

Storage, multiple stops, timing constraints and highest service priorities

Preparation only. Not a weight, volume, quantity, price, valuation or schedule calculation; packing, lifting, driving or claims instruction; contract, liability, insurance or legal advice. Keep addresses, access codes and item values private.

MOVING / 02

MAP ACCESS, SERVICES AND WRITTEN TERMS

Ask the provider to confirm access, its role, scope and every assumption in writing.

Origin stairs, elevators, parking, loading, reservations and access window

Destination stairs, elevators, parking, loading, reservations and access window

Provider role: mover, broker, carrier or labor-only; who supplies and drives the vehicle

Written estimate basis, included and excluded services, assumptions and change approval

Pickup and delivery windows, contacts, status updates and issue escalation

Inventory, condition notes, documents and handoff responsibilities - interstate items only if applicable

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MOVING / 03

PREPARE PICKUP, DELIVERY AND HANDOFF

Tick what is ready, then assign owners for access, documents, communication and the final handoff.

- [ ] Every provider receives the same move and service brief
- [ ] Exact addresses, access codes and item values stay private
- [ ] Room, item and special-handling categories are listed
- [ ] Origin and destination access constraints are described
- [ ] Packing, materials and related responsibilities are separated
- [ ] Each provider will identify its role and responsible parties
- [ ] Written assumptions, inclusions, exclusions and changes will be reviewed
- [ ] Pickup, delivery, documents, communication and handoff are covered

Access, reservations, keys and private direction owners - do not record access codes here

Packing and item readiness, pickup contact, condition notes and document copies

Delivery contact, condition review, open items, storage and final handoff

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MOVING / 04

QUESTIONS FOR A MOVING PROVIDER

Record how each provider would assess, document and complete the same move brief.

Role: who acts as mover, broker, carrier or labor provider and who supplies and drives the vehicle?

Assessment: how will you review the inventory and both locations before confirming scope?

Written proposal: what assumptions, services, materials and responsibilities are included or excluded?

Changes: how are added items, access changes, delays and approvals documented?

Schedule and handoff: how will pickup, delivery, updates, documents and open items work?

Interstate move if applicable: how can I verify registration and required documents?

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MOVING / 05

COMPARE THE SAME MOVING BRIEF

Use A and B in every box. Compare complete written proposals only after each provider reviews the same inventory and access context.

Provider A / Provider B / proposal dates and the same move, timing and inventory brief

Provider role, assessment, inventory, origin and destination access assumptions - A / B

Included services, packing, materials, labor, storage, exclusions and change process - A / B

Written proposal, pickup, delivery, communication, documents, handoff and open questions - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai only if you choose, then start a Moving request. Share the inventory categories, access, dates, packing responsibilities and requested services so participating pros can compete with proposals. Compare provider role, written estimate basis, included services, schedule, communication, handoff and fit.

One request. Every pro's best offer.

Start a request

Participation varies. An inventory, origin and destination access, packing and schedule review may be needed before a final moving proposal.

Planning guide: https://www.pickyourpro.ai/services/moving

FMCSA: Tips for a Successful Move (official reference)

FMCSA: Moving Checklist (official reference)

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