

# YOUR PIY LOCAL INSTRUCTIONS

To avoid confusion, it's vital to make it very clear what you require from your PIY operator right from the start should you require transport, or any other services from them. To do this just fill in the blanks and circle the options you want below then sign and send this form in. It won't take long and will help you decide exactly what you want *before* you go any further.

**What if I don't sign this form before sending it in?** Nothing will happen without your signature.

**Why can't I just phone my instructions through?** It's important to use this written instruction to protect yourself from anything being misheard over the phone or misunderstood – plus it's a great checklist to make sure you get what you need and it's actually a lot faster than phoning in.

What size home are you packing?	1 Bed	2 Bed	3+ Bed
Do you require our large rubbish bin?	Yes		No
If yes, when do you need the bin delivered?	Date: <small>Please note that the bin can only remain with you a few days</small>		
Do you want your belongings Insured while in transit?	Yes		No
If yes, which excess do you prefer?	\$250 excess	\$500 excess	\$1,000 excess
Do you need our Professional Packers to pack any awkward or large items for you?	Yes	No	Will let you know
What address do we collect your packed belongings from?	Street Address  Suburb <span style="float: right;">City</span>		
When do you expect to have your belongings packed and ready to go?	Approx Date:		
Do you require storage for your belongings before they're delivered?	Yes		No
Where do we transport your belongings to?	Street Address  Suburb  City  Phone (if known)		

**PLEASE COMPLETE THE SHADED SECTION FOLLOWING IF YOU HAVE NOT YET ORDERED YOUR PACKAGING:**



I confirm my order for a Local Budget Kit. I will COLLECT IT / WANT IT DELIVERED (NOTE: Delivery cost additional depending on area)

Please complete if delivery address different than the one above:

Address

Suburb

City

PHONE FIRST BEFORE DELIVERY / IT'S OK TO DELIVER IF I'M NOT HOME

When do you need your kit?

Date:

I understand you require payment *before* my Local Budget Kit will be available to me and confirm I will be paying by CASH / BANK CHEQUE / INTERNET BANKING (be sure to type your name in the Payee Reference box) on receipt of your invoice (supplying your email address below will speed up this process).

I accept your quotation reference: \_\_\_\_\_ dated: \_\_\_\_\_ and confirm I understand that my PIY operator will only transport my belongings as per my instructions above and that Transit Insurance cover is restricted if I only use 1 of 3 types of wrap during packing. I understand that all costs will need to be paid *prior* to my belongings being delivered. If I require any assistance outside of what is provided in this service, I will contact you.

Your FULL name/s: \_\_\_\_\_

Signature/s: \_\_\_\_\_ Date: \_\_\_\_\_

Your day phone/s: \_\_\_\_\_ Your evening phone: \_\_\_\_\_

Your postal address: \_\_\_\_\_

Your email address/s: \_\_\_\_\_

We recommend you obtain an email address if you don't have one already, it's a very convenient method of communication... for example, you can set up free with Hotmail or Yahoo online and keep in touch with friends and family too.

**Important Note: All business undertaken, including any advice, information or service provided, whether gratuitously or not, is transacted subject to the Licensee's Terms of Trade, copy of such is available on request or obtain a copy directly from their website.**

