



# CUSTOMER SERVICE REPORT

CUSTOMER NAME \_\_\_\_\_

DATE \_\_\_\_\_

MOVED FROM \_\_\_\_\_

EQUIPMENT # \_\_\_\_\_

MOVED TO \_\_\_\_\_

B/L # \_\_\_\_\_

### At Origin

CUSTOMER'S INITIALS

1. I have reviewed, signed and dated each page of the inventory. \_\_\_\_\_

2. I have initialed all items where stretch wrap was applied. \_\_\_\_\_

3. I have received and signed copies of all paperwork, including:

- a) Bill of Lading
- b) Inventory
- c) High Value Inventory
- d) Customer Service Report
- e) Inventory "Bingo" Sheet

4. I have confirmed with the driver the method of payment prior to delivery as:

C.O.D. (Cashiers Check, Certified Funds, Cash ONLY)  INVOICE  PREPAYMENT  OTHER (Explain) \_\_\_\_\_

5. I have accompanied the driver in a walk-through of the premises and have determined that:

- a) All items to be moved have been inventoried and loaded \_\_\_\_\_
- b) Residence is in good condition except as noted below \_\_\_\_\_

ITEM/LOCATION

DESCRIPTION OF DAMAGE

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_

Customer's Signature \_\_\_\_\_ Date \_\_\_\_\_

### At Destination

**CUSTOMER PLEASE NOTE:** Before signing the inventory acknowledging receipt of your goods, please accompany the driver in an inspection of your goods and premises. Failure to note condition of items on inventory prior to driver's departure may result in denial of any claims.

CUSTOMER'S INITIALS

1. I have checked off each page of the inventory and have noted any apparent loss and damage in the destination exception column. \_\_\_\_\_

2. I have accompanied the driver in a walk-through of the premises and have verified that my residence is in good condition, except as noted below: \_\_\_\_\_

ITEM/LOCATION

DESCRIPTION OF DAMAGE

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_  
C2(6/98)

Customer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Original-Delivery File Yellow-Customer Copy Pink-Driver Copy