**Pre-order Checklist**

**Qualifying questions**

1. **What is the item(s)?**
2. **What are the Dimensions of the item?**
3. **What is the Value?**
4. **Is it going to a Residence or a Business and what is the pickup and delivery address?**
5. **Is there any stairs?**
6. **Is there an Elevator? If so what are the dimensions of the elevator?**
7. **Is there a Loading Dock?**
8. **Is the location easily accessible by a 26 ft. straight truck?**
9. **Is a Certificate of Insurance required to deliver?**
10. **Is there any special notes to be taken about the delivery of pickup address?**