



CUSTOMER INFORMATION

ENQUIRY FORM

DATE: _____

OFFICE REP NAME PHONE VIEWED ENGLISH AFRIKAANS SOURCE

NAME: _____
 POSTAL ADDRESS: _____ TEL: WORK _____
 _____ TEL: HOME _____
 COLLECTION ADDRESS: _____ CELL NUMBER: _____
 _____ FAX NO: _____
 DELIVERY ADDRESS: _____ E-MAIL: _____

 CONTACT ADDRESS: _____

DATE OF COLLECTION: _____ IS DATE FLEXIBLE? YES NO
 CAN WE DO ALL YOUR PACKING: YES NO BREAKABLES YES NO

WHO WILL BE PAYING OUR ACCOUNT SELF COMPANY/DEPT _____

NAME OF PERSON MOVING INTO RESIDENCE _____ TEL NO: _____

NAME OF PERSON MOVING OUT OF DELIVERY ADDRESS _____ TEL NO: _____

IS ACCESS TO RESIDENCE EASY _____ COLLECTION _____ DELIVERY _____

BIDDULPHS RECOMMENDS THAT YOU HAVE TRANSIT INSURANCE, PLEASE ADVISE THE VALUE IF WE ARE TO ARRANGE: _____

DO YOU HAVE FLAT SCREEN TELEVISIONS? _____

PLEASE CIRCLE ITEMS ON THE INVENTORY PAGE THAT YOU WOULD LIKE US TO SPECIALLY WRAP

PLEASE COMPLETE INVENTORY ON NEXT PAGE SIZE

OFFICE USE ONLY

QUOTE NO

	BASIC	VAT	TOTAL
REMOVAL FROM _____ TO _____	R		
_____ TO _____	R		
_____ TO _____	R		
FUEL SURCHARGE @ _____ %	R		
STORAGE PER MONTH _____	R		
STORAGE INSURANCE PER MONTH _____	R		
PACKING _____ PER CARTON _____	R		
_____	R		
INSURANCE _____ % ON R _____	R		
PRICE APPROVED BY <input type="text"/> (ALL INCLUSIVE MOVES) TOTAL	R		

REMARKS _____

BOOKING FORM

PRE PACK DATE _____ / ____ / ____
 DATE OF COLLECTION _____
 DATE OF DELIVERY _____
 RECHECK ADDRESSES AND TELEPHONE NOS _____
 PAYMENT OF ACCOUNT SELF COMPANY
 SIGNED QUOTE YES NO
 INS VALUATION FORM YES NO
 OTHER SPECIAL INSTRUCTION _____

PACKING MATERIALS
 STD CARTONS _____
 W/CARTONS _____
 PLASTIC _____
 CRATING _____
 C.CARDS _____
 L/S COVERS _____

	BOOK CTNS		
	LINEN CTNS		
	D	K/S	
	PIC BAGS		
	F/SHEET		
	X3	X2	X1

FOLLOW UPS

CREDIT APPROVAL

PRE PACK DATE _____ / ____ / ____
 COMPANY NAME _____ APPROVED BY _____
 _____ ON ACCOUNT _____
 PHONE NO _____ COMPANY CHEQUE ON DEL _____
 PERSON TO SPEAK TO _____
 CUSTOMER TO SEND ORDER _____ O/NO _____ CASH ON DELIVERY _____

SURVEY LIST

DATE
CUSTOMER:

ITEM	QTY	ITEM	QTY	ITEM	QTY
Lounge / Living room		T.V Room		Dining Room	
Bookcase		Bar		Bookcase	
Bureau		Bar Stool		Cabinet	
Cabinet		Bookcase		Carpet/Rug	
Carpet/Rug		Bureau		Carver	
Chair - arm		Cabinet		Chair	
Chair - arm(s)		Carpet/Rug		Cocktail Cabinet	
Chest of drawers		Chair		Cutlery Box	
Display Cabinet		Chair - arm(s)		Dining Table	
Heater/Fan		Chest of drawers		Grandfather clock	
Hi-Fi/Radio		Heater/Fan		Heater/Fan	
Hi-Fi stand		Hi-Fi/Radio		Lamp - stand	
Kist		Hi-Fi stand		Lamp - table	
Lamp -stand		Kist		Mirror	
Lamp - table		Lamp -stand		Paintings	
Mirror		Lamp - table		Server	
Piano		Mirror		Sideboard	
Piano Stool		Piano - Upright		Trolley	
Paintings		Piano - Grand		Welsh dresser	
Settee - one		Piano Stool		Others	
Settee - two		Paintings			
Settee - three		Settee - one			
Table - coffee		Settee - two			
Table - occ.		Settee - three			
Table - misc.		Table - coffee		Hall/Passage	
Television (T.V.)		Table - occ.		Bookcase	
Video/Decoder		Table - misc.		Bureau	
Wall Unit (Sections)		Television (T.V.)		Cabinet	
Others		Video/Decoder		Carpet/Rug	
		Wall Unit (Sections)		Chair(s)	
		Others		Chest of drawers	
				Hallstand	
				Kist	
				Lamp	
				Mirrors	
				Painting(s)	
				Telephone Table	
		Kitchen/Pantry/Laundry		Table	
Study		Cabinet(s)		Others	
Bookcase		Chair(s)			
Bureau		Clothes Horse			
Cabinet		Coolbox			
Carpet/rug		Deepfreeze			
Chair(s)		Dishwasher			
Chest of drawers		Dustbin			
Computer		Fridge		Patio	
Computer stand		Ironing Board		Braai	
Desk		Ladder		Chair(s)	
Heater/Fan		Laundry Box		Garden Bench	
Mirror		Microwave		Lounger	
Paintings		Table		Table	
Photo Equipment		Tumble dryer		Trolley	
Picture(s)		Vacuum cleaner		Umbrella	
Sewing Machine		Vegetable Rack		Umbrella Stand	
Sewing Machine cabinet		Washing machine		Pot Plants (S)	
Sleeper couch		Others		(M)	
Others				(L)	
				Others	
SUBTOTAL	0	SUBTOTAL	0	SUBTOTAL	0

