



# SPECIALIST LIFTING solutions

## Manual Handling Service – Check List

The following list outlines the various information we require in order to provide you with a manual handling service quotation. Please try to fill in every field on the online form, as the more information we have the quicker we can get your quote to you.

We suggest you print out this form and fill it out, then use the resulting information to fill in the online form, or if you prefer you can email the information to us direct at:

[works@liftingcompany.co.uk](mailto:works@liftingcompany.co.uk)

### Your Details

Question	Answer	Information
Your Title		Mr, Mrs etc
First Name		
Last Name		
Address Line 1		
Address Line 2		
Address Line 3		
County		
Postcode		
Telephone		
Email		Please Provide as we will issue your formal quotation via Email

### Details Of The Item To Be Moved

Question	Answer	Information
Item Description		The Item You Require Moving
Number Of Item		
Item Value		We require this information

		for insurance purposes
Item Weight		
Item Height		
Item Width		
Item Depth		
Can The Item Be Tipped/Rotated		This is important if the object is fragile, or needs tipping for height etc

**Details Of The Works To Be Carried Out**

General Outline Of The Job		Please give us as much detail as possible as to the work you require to undertaken
Number Of Doors Along The Route		
Door Height + Width		
Type Of Flooring Along The Route		
Any Obstructions Along The Route		
Does The Item Require Lifting or Lowering (not including stair climbing)		
Is Site Undergoing Any Construction		
Is A Site Induction Required		
If So What Time Is It Held		
Are There On-Site Parking Facilities		
Is There A specific Time Requirement For The Work		Does it need Carrying out at a specific time

**Please acquire as much details as you possibly can to help us in getting a quote to you as quickly as possible**