

# Move Day Logistics

## YOUR ROLE IN LOGISTICS

**Remember that time is money on a local move.**

**Second to proper packing move day logistics is perhaps the single largest source of confusion on move pricing.**

**It is the customer's responsibility to arrange for the best possible load and unload circumstances. The process of doing so should be considered an investment in move cost control.**

## Your Role In Where The Truck Will Park

Beltway's fleet is designed to accommodate the alleys, cul-de-sacs and courtyards of the community we serve. Your role is to ensure that parking space is available nearest the front of your home for the parked truck. Failure to secure space for the moving truck will require the crew to search for parking or walk long distances to your home with your furniture in hand while on the clock.

### On Street Parking

Spaces can be and should be reserved with posted signs available through your local police or government center. You might also elect to use companies that will perform this service for you; check out permit pullers on line.

**Most jurisdictions require that reserved parking signs be in place no less than 72 hours prior to move day.**

Remember to check if there are posted hours or rush hour limitations on your street. Advise your move consultant of any restrictions.

For busy city parking you might place obstacles such as cones or trashcans in the spaces where you have posted no parking signs to encourage people to comply. **Our moving vans require 3 car sized spaces minimum ; 4 spaces would allow safer extension of a loading ramp.**

### Driveway

Be ready for your crew by moving your cars to the street before they arrive. The crew will then be able to quickly pull in , secure doors open, remove the loading ramp and get started on your move. Partner with you team on snow day by shoveling the driveway and sidewalk before their arrival.

### Parking Garages

Don't assume a moving truck will be able to drive through the entrance to your high rise garage. Verify where the truck will be able to park for loading and unloading. **Our trucks generally need a 12-14 foot clearance height.**

## How Elevator Access Will Effect Your Move

### Which Elevator?

Passenger elevators and service elevators can be located in different sections of a high rise building. Ask your leasing agent which the movers will be using and advise your move consultant. Your moving service agreement will reflect the distance the crew will travel from elevator to your apartment and from elevator to the truck.

### What Kind Of Elevator?

Larger elevators and freight designed elevators are mover friendly. Older elevators can bottleneck a move due to their slow speed and limited space. Exclusive dedicated freight elevators are preferred.

### Reserved Elevators?

- Ask your building to reserve time for your crew to use the service elevator exclusively.
- Ask for a key that will allow the crew to lock off the elevator so that they can control its ups and downs.

### Loading Docks?

In highrise buildings be sure to ask about height restrictions and service access hours. Request an exclusive loading dock reservation for your crew.

## Last Word About Highrise Buildings

Ask your building manager

- Is a certificate of insurance required?
- Masonite required in hallways?
- Gate and building access requirements?