

# **Booking Form**

## **Account Holder's Details**

The person taking responsibility for storage and payments.

Company Name (If applicable)	
Mrs/Miss/Ms/Mr/Other	
Full Name	
Address	
Postcode	
Preferred Contact No.	
Email address	

## **Collection Address**

For the cost of Storing.com collecting your storage items please call a sales advisor. Collection charges are calculated in respect of: length of storage period, geographic location and size of storage unit.

Will you be delivering your storage items yourself?

Yes 🗌 No 🗌

Is the collection address the same as your contact address?

Yes 🗌 No 🗌

If not, what is the collection address?

### **Unit Size**

Please select the size and number of units you require by putting a quantity next to each unit:

10 sqft	
35 sqft	

160 sqft

320 sqft \_\_\_\_\_

# **Storage Duration**

Please state your preferred collection date: Please note collections and deliveries are between 7.00am and 12noon on weekdays only.

Please state your anticipated storage term:

## Access to Storage Unit(s)

Do you require access to your storage unit(s)? Please note that access options vary depending on the size of unit you have selected.

Yes 🗌 No 🗌

### Inventory

Enter the details of all your storage items. Please try to be accurate with the information you provide, as this will form the basis of any insurance claims that might arise. If you do not declare a value for each item, Storing.com will only be liable for a maximum of £40 for that item. See our terms and conditions for further details.

### ADDITIONAL INFORMATION

Household items come in various sizes and methods of construction. Please give as much information as possible and try to specify the storage details for each item, e.g: stacked or flat packed, fragile?

### DETAILS TO BEAR IN MIND

BEDS: Size, divan or slatted, mattress included?
SOFAS: 2 or 3 seater inc approximate lengths. Can be stored vertically?
CHAIRS: Can they be stacked or are they foldable?
TABLES: Approximate sizes, Construction – wood, glass, metal. Can it be dismantled, folded or legs removed?
BOXES: Please state the box sizes and contents – Glassware, kitchen equipment, clothes, books, ornaments etc
APPLIANCES MUST be disconnected from service prior to collection.

All flat packed items should be taken apart before collection – failure to do so may result in an increase in storage space required.

### ALL BOXES SHOULD NOT EXCEED 30KGS.

My Inventory Please type the item name, size/type, quantity, declared value and any other additional information.



# **Booking Form**

# My Inventory Continued \_\_\_\_ **Collection Details** Please confirm that your storage items will be packed (by you) and ready for collection: Yes $\Box$ No $\Box$ If no, would you like Storing.com to quote for the packing of your items? Yes 🗌 No 🗌



# **Booking Form**

### Parking facilities at Collection Address

It is vital that you provide us with as much information as possible regarding parking at the collection address:

Are parking facilities within sight of your property?

Yes 🗋 No 🗋

Please indicate the type of parking restrictions:

Off road 
Goods only
Metered

Red route 
Residents only 
None 
None

Will a resident's permit be supplied?

Yes 🗌 No 🗌

### **Parking Terms & Conditions**

Failure to arrange proper parking facilities for our vehicle, may result in our cancelling your collection. Any parking fees and fines incurred due to insufficient parking arrangements are charged to the customer (as per our Terms & Conditions). Please confirm that you understand and agree to this statement by ticking this box:

Your agreement to our terms:

Yes I agree

### Access at the Collection Address

Please select the distance from the vehicle to the property door:

10 feet 
20 feet 
30 feet

40 feet 
50 feet 
Other

Please select the type of property:

Flat 🗌 House 🗌 Commercial 🗌 Other 🗌

Please state floor level \_\_\_\_

Did all items for collection go into the property through the usual front/rear access door?

Yes 🗌 No 🗌

If not, please give details: \_\_\_\_\_

Is there a lift in the building and will it be operational on the day of our visit?

Yes 🗌 No 🗌

Type of lift:

Person only 🗌 Goods 🗌

### **Direct Debit**

Instruction to your Bank or Building Society to pay by Direct Debit. Banks and Building Societies may not accept Direct Debit Instructions for some types of account. Originator's Identification Number: 837397

Name(s) of Account Holder(s)

Bank/Building Society Account Number)

**Branch Sort Code** 

Date \_\_\_\_

### The Direct Debit Guarantee

This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society. If the amounts to be paid or the payment dates change Storing.com Limited will notify you three working days in advance of your account being debited or as otherwise agreed. If an error is made by Storing.com Limited or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid. You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

I have read the guarantee



### Payments

INVOICES BY EMAIL: Storing.com actively discourages the use of paper and encourages recycling. With the environment in mind, we send business and domestic customers that request invoices by email.

INITIAL PAYMENT: An initial payment (to cover the first four weeks of storage plus any collection charges) needs to be made by credit or debit card via telephone to your storage advisor.

REGULAR PAYMENT: Subsequent payments are taken every 4 weeks via Direct Debit - this may result in 2 payments being taken in 1 calendar month. Storing.com's preferred payment method is by direct debit.

### QUERIES

If you have any queries please call on freephone 08000 641 642 or visit our website at www.storing.com

### Terms and Conditions

Our terms and conditions can be found on our website at www.storing.com at the bottom of every page and as a PDF and MS Word document on the Booking Forms page. Type this text into your browser: https://storing.com/privacy.

I have read Storing.com's terms and conditions