



## HHG Policy List

As one of the largest relocation spends, a best in class household goods policy is critical to the overall success of any relocation policy and budget.

	Recommended		
	Approved	Not Approved	Exception
<b>Labor</b>			
Additional Valuation (weight justified)	X		
Box Delivery			X
Debris Removal ( upto \$150.00)	X		
Exclusive Use of Van		X	
Expedited Service		X	
Extra Delivery (s)			X
Extra Labor			X
Extra Pick Up			X
Overtime		X	
PBO Labor			X
Shuttle (if needed: extra p/up - delivery)	X		
Wait Time (In lieu of storage)	X		
Weekend Move		X	
Parking Permits/ Elevator Fee (if required)	X		
<b>Storage</b>			
30 days	X		
60 days			X
90 days			X
<b>Shipment of Auto(s)</b>			
Number of Autos	2		
Mileage Restrictions	over 500 miles		
<b>Packing</b>			
Packing - Full pack including cartons and containers	X		
Butler Service (maid/put away)		X	
Full Unpacking (no put away service)		X	
Partial Unpack	X		
<b>Pet Transportation - Maximum of 2 dogs or cats</b>			
Pet Transportation-Maximum of 2 dogs or cats			
Pet insurance		X	
Related kennel		X	
Transportation/Quarantine		X	
Vaccinations		X	

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Third Party Services	Recommended		
	Approved	Not Approved	Exception
Crating as deemed necessary for safe transport	X		
Crating of Taxidermy Items			X
Crating of Plasma/Flat Screen TV's	X		
D/R Basketball Hoop			X
D/R Bunk Beds/ Cribs	X		
D/R Beds - Sleep Number (Air)	X		
D/R Beds - Mechanical (TempurPedic Style Adjustable Base)	X		
D/R Desks	X		
D/R Elliptical, Treadmill, Exercise Bikes			X
D/R Exercise Equipment - Home Gym			X
D/R Gaming Tables (foosball, pinball machine, air hockey)			X
D/R Hot Tubs/ Spas		X	
D/R Icemaker	X		
D/R Large Shelving			X
D/R Playhouses		X	
D/R Pool Tables			X
D/R Trampoline		X	
D/R Washer/Dryer	X		
D/R Swing Sets			X
Drain/Fill Waterbeds		X	
Prep Grandfather Clocks	X		
Prep Piano/Organs	X		
Takedown/Reinstall Light Fixtures / Ceiling Fans / Window Treatments		X	
Dismount/Mount Flat Panel Tv's	X		
Take down/Reinstall TV Antenna/Satellite Dish		X	
Tech. / Electronic Services - TV, stereo, no home theaters, built-ins			X
Bulky Charges			
Big Screen TV	X		
Boats over 14 ft. and trailer		X	
Boats under 14 ft	X		
Canoe - Under 14'	X		
Docks		X	
Dog Houses		X	
Hot Tubs		X	
Jet Ski			X
Kayak - Under 14'	X		
Motorcycles	X		
Piano/Organs	X		
Playhouses			X
Pool Table			X
Riding Golf Carts			X
Riding Lawn Mower(s)	X		
Safe			X
Satellite Dishes		X	
Sheds/Gazebos/ Cabanas		X	
Snowmobiles/ATV			X
Swingset/Jungle Gym			X
Tractors/Farm Equipment		X	
Utility Trailers		X	

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