

BERG MOVERS

40 Dr. Beyers Naude Drive, Middelburg, 1050
 Tel: 013 243 4752
 info@bergmovers.co.za



PERSONAL DETAILS:

Who is responsible for payment of account?

Name: _____
 Surname: _____
 Cell 01: _____
 Cell 02: _____
 Email: _____

Private: Company:
 Company Name: _____
 Contact Person: _____
 Phone: _____

Planned Moving Date: _____

COLLECTION ADDRESS DETAILS:

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Type of Residence:		Any truck restrictions:	
House:	_____	Height:	_____
Townhouse:	_____	Weight:	_____
Cluster:	_____	Other:	_____
Flat:	_____	Access for trucks:	
Floors:	_____	Good:	_____
Lift:	_____	Fair:	_____
Office:	_____	Bad:	_____
Distance from truck to door: _____			

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Cluster:	_____	Other:	_____
Flat:	_____	Access for trucks:	
Floors:	_____	Good:	_____
Lift:	_____	Fair:	_____
Office:	_____	Bad:	_____
Distance from truck to door: _____			

Important Notice: If a shuttle vehicle is required, an additional cost will be applied. Failure to arrange the shuttle beforehand may result in a delay penalty

PACKAGING SUPPLIES:

Should you require packaging material, please ask us regarding all the Berg Movers supplies

Is box packaging required:

Yes	No	If yes, how many:	_____
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SPECIALIZED PACKING SERVICES:

We provide complimentary specialized packaging for all your valuable items. This includes: Bubble wrap for paintings and small electrical appliances, Plastic tubing to protect base sets, mattresses, and lounge suites, and Pallet wrap for wooden items.

All materials and services are included at no additional cost to ensure the safe transport of your belongings.

INSURANCE:

Transit Insurance is included in the event of Fire and Accident.

Please refer to our Terms & Conditions for the process to obtain All Risk Insurance to be covered for damages, theft etc.

PROTECTION OF PERSONAL INFORMATION:

- You consent to Berg Movers processing personal information for the requested service.
- You may request correction, deletion, or access to your information at any time.
- Berg Movers respects your privacy and will keep your personal data confidential.
- Contact the Information Officer at info@bergmovers.co.za for POPIA-related requests.

ACKNOWLEDGMENT:

By signing, I confirm that I have read, understood, and accept the Berg Movers Terms & Conditions and agree to be bound by them.

SIGN HERE Signature : _____

KITCHEN	QTY	LOUNGE CONTINUED	QTY	BEDROOM CONTINUED	QTY
Benches		Mirror		Compactum	
Butchers Block		Ornaments		Cot	
Chairs		Piano - Baby Grand		Desk	
Dishwasher		Piano - Upright		Dressing Table	
Dustbin		Piano Stool		Headboards	
Freezer		Pillars / Pedestals		Heater / Fan	
Fridge - Bar		Rocking Chair		Lamp	
Fridge - Double		Side Table		Mirror	
Fridge - Single		Speakers		Pedestals	
Ironing Board		Telephone Table		Sleeper Couch / Futon	
Kitchen Table		TV - Normal		Stool	
Kitchen Units / Pieces		TV - Plasma / Flat Screen		Tallboy	
Microwave		TV Cabinet - L		Toy Box / Kist	
Step Ladder		TV Cabinet - M		Wardrobe - 2 Door	
Stove		TV Trolley		Wardrobe - 3 Door	
Tumble Dryer		Wall Unit (per Piece)		Wardrobe - 4 Door	
Vacuum Cleaner		Wine Rack - L			
Vegetable Rack		Wine Rack - S/M		OFFICE / STUDY	QTY
Washing Machine		Wingback / Recliner		Bookcase - L	
Water - Purifier Cooler				Bookcase - S / M	
				Cabinet - 4 Drawer	
				Cabinet - L	
		DINING ROOM	QTY	Cabinet - M	
		Baby Feeding Chair		Carpet / Rug	
		Buffet		Chairs	
		Cabinet		Chairs- Office	
LOUNGE	QTY	Dining Chairs		Coat / Hat Stand	
1 Seater		Dining Table L		Computer Stand	
2 Seater		Dining Table S / M		Credenza - L	
3 Seater		Glass Plate Warmer		Credenza - S / M	
4 Seater		Hostess / Server		Desk - L	
Bar - L		Liquor Cabinet		Desk - L Shape	
Bar - S / M		Sideboard		Desk - S / M	
Bar Stools		Tea Trolley		Drawing Board	
Bean Bag / Ottoman		Welsh Dresser		Printer / Scanner - L	
Bookcase				Printer / Scanner - M	
Cabinet				Stationary Cabinet	
Carpet / Rug				Table	
Coffee Table - L		BEDROOMS	QTY		
Coffee Table - S / M		Armchairs			
Display Cabinet L		Bed - Bunk Bed			
Display Cabinet S / M		Bed - Double		BOXES TO LOAD	QTY
DSTV Satellite Dish		Bed - King size		Small	
DVD Player / DSTV / Hi-Fi		Bed - Queen		Medium	
Glass Tops		Bed - Single		Large	
Grandfather Clock		Bedside Table		Plastic Crates	
Half-moon Table		Bookcase - S/M			
Heater / Fan		Bookcase - L			
Hi-Fi / Radio		Cabinet			
Hi-Fi Stand		Chest of Drawers			
Kist		Chevelle Mirror			

MISCELLANEOUS	QTY	PATIO/GARDEN CONTINUED	QTY	EXTRA / NOTES	QTY
Air Conditioner		Dustbin - L			
Carpets - L		Dustbin - S / M			
Carpets - S / M		Jungle Gym - L			
Mirrors - L		Jungle Gym - S / M			
Mirrors - S / M		Lounger			
Picture / Paintings - L		Plant Stand			
Picture / Paintings - S / M		Pot Plant - L			
Pool Table - Granite		Pot Plants - M			
Pool Table - Standard		Pot Plants - S			
Sewing Cabinet - L		Statues - L			
Sewing Cabinet - S / M		Statues - S / M			
Sewing Machine		Stepping Stones			
Standing Lamp / Lamp		Swing / Slide			
Suitcases / Bags		Table - Plastic			
		Table - Wood / Steel			
		Trolley			
		Umbrella + Base			
		Water Feature - L			
		Water Feature - S / M			
GARAGE/SHED	QTY				
Band Saw					
Bin / Containers					
Compressor					
Edge Trimmer					
Garage Trunk					
Gardens Tools					
Gas Cylinder					
Generator					
Hosepipe					
Ladders					
Lawn Mower					
Machinery					
Motorcycle					
Steel Racks - L					
Steel Racks - M					
Tool Cabinet					
Toolbox					
Wheel Barrow					
Workbench - L					
Workbench - S / M					
PATIO / GARDEN	QTY	OTHER	QTY		
Bench		Bicycle			
Bird Feeder		Bird Aviary			
Bird Bath		Bird cage - M / L			
Braai / Webber / Gas		Bird Cage - S			
Chairs		Camp Stove			
Plant Stand		Clothing Rack			
Concrete Bench		Cooler Box			
Concrete Chair		Ex. Bike / Treadmill			
Concrete Table		Exercise Equipment			
Dog Kennel - L		Fishing Rod			
Dog Kennel - S / M		Fishing Tackle Box			
		Folding Chairs			
		Golf Clubs			
		Golf Bag			
		Grand Father Clock			
		Gym Machine - Combo			
		Indoor / Outdoor Heater			
		Kids Toys			
		Ornaments			
		Paddle Ski / W-Surfer			
		Safe - L			
		Safe - S / M			
		Tent			
		Trampoline - M / L			
		Trampoline - S			
		Wash Basket			

**CONDITIONS UPON WHICH PROPERTY IS REMOVED, PACKED OR WAREHOUSED BY BERG MOVERS
STANDARD TRADING CONDITIONS**

1. DEFINITIONS

"Company" means Berg Movers, its owners, employees, and agents.
"Client" means the person or entity requesting removal or transportation services.
"Goods" means the items to be transported, packed, stored, or handled by the Company.

2. QUOTATIONS AND BOOKINGS

- 2.1. All quotations are valid for 14 days from the date of issue unless otherwise stated.
- 2.2. The quotation is based on the details provided by the Client, including addresses, access, inventory, and date. Any variation may result in an adjusted price.
- 2.3. A 50% deposit is required to secure a booking. A booking will only be confirmed once proof of payment is received and acknowledged by the Company.
- 2.4. The outstanding balance must reflect in Berg Movers' account no later than one (1) business day before the scheduled move.
- 2.5. Failure to make full payment on time will result in cancellation of the booking without refund of the deposit.

3. CANCELLATIONS AND POSTPONEMENTS

- 3.1. Cancellations made 72 hours or more before the scheduled moving date will forfeit 10% of the total quoted amount as an administration fee.
- 3.2. Cancellations made less than 72 hours before the scheduled move will result in the loss of the full deposit.
- 3.3. Postponements or date changes are subject to availability and must be requested in writing at least 72 hours prior to the move.
- 3.4. If the Client fails to notify the Company or is not ready when the truck arrives, the move will be deemed cancelled, and all amounts paid will be forfeited.

4. ACCESS AND PARKING

- 4.1. The Client is responsible for ensuring adequate access and safe parking for the moving vehicle at both collection and delivery points.
- 4.2. The Company will not be liable for any delays or additional costs due to restricted access, stairs, long carries, or unsuitable parking conditions.
- 4.3. Any additional labour, time, or shuttle services required will be charged at the Company's standard hourly rate.

5. CLIENT RESPONSIBILITIES

- 5.1. The Client must ensure all goods are properly packed and ready for transport unless a packing service was specifically included in the quotation.
- 5.2. Fragile items must be clearly marked, and all valuable items such as jewellery, money, or documents must be removed prior to the move.
- 5.3. The Client must secure any required access permissions (e.g., estate or complex entry codes).
- 5.4. The Client is responsible for ensuring that all items loaded belong to them and that nothing is left behind.

6. COMPANY RESPONSIBILITIES

- 6.1. The Company will exercise reasonable care in handling and transporting goods but does not accept liability for any loss or damage unless covered by a valid insurance policy chosen and paid for by the Client.
- 6.2. The Company reserves the right to use subcontractors or partner carriers where necessary.
- 6.3. The Company will not be responsible for delays or failures caused by weather, road closures, accidents, breakdowns, strikes, or any other circumstances beyond its control.

7. INSURANCE AND LIABILITY

- 7.1. Berg Movers accepts no liability whatsoever for any loss, damage, or delay of goods unless an insurance option has been specifically selected and confirmed in writing by the Client prior to the move.
- 7.2. The Client may choose between available insurance options provided by the Company or obtain their own cover.
- 7.3. The Company's standard service is provided at the Client's risk, and without insurance, the Client acknowledges full responsibility for all risks associated with transport, handling, and storage.
- 7.4. The Company will not be liable for:
Owner-packed items.
Electrical or mechanical faults (e.g., appliances, electronics).
Hidden or pre-existing damage.
Loss or damage due to poor access, acts of God, or insufficient packaging.

8. DELAYS

- 8.1. The Company will make every effort to arrive and deliver on time but accepts no liability for delays caused by unforeseen circumstances.
- 8.2. No compensation will be payable for delays, missed appointments, or rescheduling.

9. PAYMENT TERMS

- 9.1. Payment must be made by EFT only. No cash or cheque payments are accepted on site.
- 9.2. The Company reserves the right to withhold or store goods until payment is received in full.
- 9.3. All outstanding balances must reflect in the Company's account no later than 24 hours before the scheduled move.
- 9.4. Goods remain the property of the Client, but the Company holds a lien (right of retention) over them until full payment is made.

10. CLAIMS AND COMPLAINTS

- 10.1. Any complaints or claims must be made in writing within 48 hours of delivery.
- 10.2. Claims will only be considered if supported by evidence (e.g., photographs, written description).
- 10.3. No claim will be accepted where the Client declined or failed to arrange insurance cover.

11. STORAGE (IF APPLICABLE)

- 11.1. Storage fees are payable monthly in advance.
- 11.2. The Company may retain goods until all amounts due are paid in full.
- 11.3. Goods unclaimed for three (3) months may be sold or disposed of to recover costs, after written notice to the Client.

12. DANGEROUS OR PROHIBITED GOODS

- 12.1. The Company will not transport explosives, flammables, hazardous materials, firearms, or illegal substances.
- 12.2. Discovery of such items entitles the Company to terminate the contract immediately and charge for any resulting costs.

13. LIST OF GOODS OR RECEIPT (INVENTORY)

If a list of items or receipt for them is given, it will be final unless the Customer notifies the Supplier in writing within seven days of collection specifying any items that are missing from the list or receipt.

13. GOVERNING LAW

These Terms and Conditions are governed by the laws of the Republic of South Africa. Any disputes shall be heard in the Magistrate's Court having jurisdiction over the Company's principal place of business.

14. THE SUPPLIER'S RIGHTS TO SUB-CONTRACT THE WORK

- 18.1. The Supplier has the right to sub-contract some or all of the Services to any other organization of its choice
- 18.2. If the Supplier sub-contracts some or all of the Services, this Agreement remains in force between the parties.
- 18.3. The Customer hereby agrees to the terms set forth in the Bills of Lading, Consignment Notes issued by other carriers or organizations involved in the removal and provides the Supplier with the power of attorney to accept such conditions as the Customer's agent.

15. ACCEPTANCE

By booking a move or accepting a quotation from Berg Movers, the Client acknowledges and agrees to these Terms and Conditions in full.

**PLEASE SIGN BELOW AS AN INDICATION THAT YOU UNDERSTAND
AND ACCEPT OUR TRADING CONDITIONS CLAUSES 1 TO 15**

Clients' Name: _____

Date: _____

Signature _____