

Collection Address:	Company name
	Street address
	Suburb, Post Code
Collection Contact:	Full Name
	mobile number
Loading Requirements:	How is it being loaded?
	Do they have restricted access?
	Opening/Closing hours
	Any Specific site requirements

Delivery Address:	Company name
	Street address
	Suburb, Post Code
Delivery Contact:	Full Name
	Mobile Number
Delivery Requirements:	How is it being unloaded?
	Do they have restricted access?
	Opening/Closing hours
	Any Specific site requirements
IS IT TIME CRITICAL	Advise Date AND time if YES

Load details:	Weight and Dimensions of each item
	Do you need a load plan?
	Is there freight specific requirements? Dogs/Chains, Angles, straps

Job Requirements:	Has this been confirmed with both locations?
	Have you received a quote and timeline for freight?
	Have you raised a PO and supplied for booking
	Can other freight be loaded with this item/items?

On completion of this form please forward to monique.mallasch@vikingindustrial.com.au for processing.