

*Omdat u spesiaal is ...  
Because you are special ...*

## WENKE VIR U VERHUISING

1. Bevestig vroegtydig skriftelik u verhuisingsdatum met ons.
2. Sodra u datum gefinaliseer is, kan u reël vir die beëindiging van sekere dienste, bv. koerantaflewering, telefoon, water, ens.
3. Reël vir adresveranderinge by bv. die bank, poskantoor, motorlisensie-afdeling, huurkoopverskaffers, u lewens- en korttermyn versekeraars, skole, kerk, publikasies waarop u inteken, winkelrekening, M-Net, ens.
4. U ys- en vrieskas moet betyds ontvries word vir langafstand verhuising.
5. Die balie van u outomatiese wasmasjien moet deur u persoonlik gestabiliseer word (raadpleeg die verskaffers).
6. Reël vooraf vir die ontkoppeling van u stoof, afhaal van rakkies, uitmekaar maak van kaste, beddens, deure, gordyne afhaal, ens.
7. Tap alle brandstof uit verwarmers, tenke, grassnyers, motorfietse, ens.
8. Laat gas uit gasbottels. Vervoer eie verf en vlambare items.
9. Water u plante 'n paar dae voor die verhuising.
10. Maak alle fesse en houers goed toe.
11. Hanteer u waardevolle items soos juweliersware, selfone, skootrekenaars, wapens, polisse, geld en dokumente, persoonlik.
12. Reël genoegsame versekering vir die verskuiwing indien nodig.
13. Indien J.H. Retief nie u verpakking doen nie, verseker dat u reeds alles gepak het voor die verhuising. Merk die kartonne duidelik.
14. Maak seker dat u beskik oor die nodige sleutels by die aflaai van die meubels.
15. Verseker dat u rekening vereffen is voor die oplaai van u meubels en dat voldoende fondse beskikbaar is vir enige addisionele verpakking.
16. Reël persoonlik vir afhaal van DSTV skottel voor die verhuising.
17. Bevestig voor die tyd of wisselvrag nodig is by op- of aflaai.
18. Bevestig finale datums slegs met skeduleringsafdeling.

## USEFUL TIPS FOR YOUR REMOVAL

1. Confirm with us, well in advance in writing, your removal date.
2. As soon as your dates are finalized, you can cancel certain services, e.g. newspaper delivery, telephone, water, etc.
3. Arrange for your address to be changed at e.g. the bank, post office, motor licence department, hire purchase suppliers, your life- and short term insurance companies, schools, churches, publications to which you subscribe, shop accounts, M-Net, etc.
4. Your deepfreeze and fridge needs to be defrosted in time for a long distance removal.
5. You need to stabilize the drum of your automatic washing machine with its brackets (ask your dealer).
6. Arrange well in advance for the disconnection of your stove, taking off shelves, dismantling of cupboards, beds, doors, taking off curtains, etc.
7. Drain fuel from heaters, tanks, lawnmowers, motorbikes, etc.
8. Let out all gas in gas bottles. Transport your own paint and flammable items.
9. Water your plants a few days before the removal.
10. Tighten the lids on all jars and bottles.
11. Handle your valued items, e.g. jewellery, cellphones, laptops, weapons, policies, money and documents, personally.
12. If applicable, ensure enough insurance cover for your removal.
13. If J.H. Retief is not doing the packing, ensure that all your packing are done before the day of the removal. Mark your cartons.
14. Make sure that you have the keys for your new premises when offloading furniture.
15. Kindly ensure that the full account is settled before we load the goods. Make provision for extra costs for additional packing.
16. You need to arrange for the dismantling of the satellite dish before the removal.
17. Before the removal, confirm whether shuttle is necessary when loading or offloading.
18. Confirm final dates with only the scheduling department.

**PERSOONLIKE DIENS MET 'N GLIMLAG**  
**PERSONAL SERVICE WITH A SMILE**

