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Move Recommendations

Preparation is the most important part of moving

Consultation and offer

We would be glad to speak with you over the phone or during a visit to your home. We can provide you with information regarding the whole moving process including; the packing options, the moving team, the moving equipment required, as well as about the best means of transport for your move. After our discussion, we would be able to give you a moving offer based on your requirements. This service would be of course free of charge.

Packing

We offer a full packing service, a fragile packing service, or if you would prefer to pack yourself, we offer the following advice:

- Furniture such as wardrobes, chest of drawers, desks should be emptied
- Where possible, try to use the original boxes for packing items
- Heavier items should always be placed at the bottom of the box and lighter items on top to prevent damage
- Clearly label each box with details of its contents and the room to which it belongs. Clearly label boxes that contain breakables
- Please do not use any shopping bags as they cannot be stowed in the moving van
- Please do not use any rubbish bags, as they may be easily confused with genuine rubbish
- Use bubble wrap and tissue paper to wrap breakable items (using newspapers can leave print marks)
- Heavy items such as plates, porcelain, chinaware and books should always be packed in small boxes
- Plates should always be packed in an upright position in the box using bubble wrap or tissue paper to separate them
- Glasses and cups should be packed in special boxes with dividers
- Clothes such as shirts, dresses and trousers can be hung up in “wardrobe boxes”
- For large, light items such as lamp shades, cushions and bedding, use large boxes
- Plants should be well packed in boxes with the top of the box open. In cold weather, it is recommended to protect them with a plastic cover
- Mattresses (single or double), sofas and armchairs should be covered in plastic to prevent damage
- For health and safety reasons, please do not exceed 25 kg per box

International moves (door to door)

We have a vast amount of experience in international moves and we operate as part of an international moving network of qualified agents. Together with our partners who we have worked closely with for many years, we are able to offer you a worldwide “door to door” moving service. This includes all administration such as details of import documents and customs clearance.

Moving from Switzerland:

We provide a full moving service including packing, loading of the container or lorry and transport to your new destination. Once your belongings arrive at your destination, our agent will take care of the customs formalities, deliver your belongings to your new home then unload, unpack and assemble furniture as required.

Moving to Switzerland:

Using an agent close to your old residence, we can arrange a pre-move survey at your home including consultation, estimating your moving volume and agreeing your requirements. We can then confirm the complete “Origin Service” to our partner including packing, loading into the container or lorry and transport to the new destination. We would then take over the shipment at port or terminal of entry, arrange customs clearance in your name and provide full destination service including unloading, unpacking and assembling furniture.

Customs formalities

We or our agent can advise you what kind of customs documents for which country you would need. We would also be at your disposal to obtain these documents and help you to complete them. In every country, you will need, in addition to the national specific forms the following documents:

- Inventory (should be created during packing) should be clear and easy to read with all items numbered (English is acceptable for most countries)
- Passport copies for all family members who will move
- Copy of certificate of departure and registration at the town offices
- Copy of rental or purchase contract of apartment at the new residence
- Copy of work and residence permit, depending on your own nationality and on the destination country
- Specific customs form from the destination country (Switzerland for example is Form 18.44)

Transport insurance

The liability of the moving companies is restricted and based on the general conditions of their association. In Switzerland, the conditions are given by ASTAG Fachgruppe Möbeltransporte. We therefore strongly recommend that you cover the risk of damage through transport insurance. Most moving companies can provide you with insurance cover based on the value of your goods and where they are being transported to.

Storage

If you do not have enough space for your furniture at your new home or if you do not wish to move everything, we can offer you storage at one of our secure, heated furniture warehouses in Switzerland or at our agent’s warehouse at your new destination. The storage can be on a shortterm or a long-term basis, depending on your situation.

Relocation

We work exclusively with experienced and renowned partners together, who are specialists in worldwide relocation. On request, we would be glad to provide you with contact addresses.

Disposal / Cleaning

With our cleaning service, we can provide complete or partial cleaning of your residence, including the hand over guarantee to the landlord. We can also arrange the hand over in your name and also provide the most suitable economic and environmental disposal service for belongings which are no longer needed.