

# Lancashire Storage Ltd

## Storage Inventory form

Fill out the total amount of items for store and their condition before loading them onto the vehicles. Lancashire Storage will fill in location number once goods are placed into their allocated storage bays. Fill in the information as accurately as possible. The lists are not exhaustive so fill in the "other items" column and the extra space at the end of the form for additional items. Some items may be in different rooms to the ones listed but that does not matter as this is a storage inventory.

Name	
Phone number	
Email address	

Move into Storage date: -

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Collection address

House name / number	
Street	
Town	
County	
Post code: -	

Inventory New address -

House name / number	
Street	
Town	
County	
Post code: -	

**Bay Numbers.**

### **Guide Key.**

**G**/Good - **S**/Scratched - **W**/Worn - **D**/Damaged - **L**/Loose - **OF**/Other Fault

**OP**/Boxes packed by owner

Other faults to be listed under other items boxes

**Quantity and condition of each storage item:**

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**Hallway** Storage Location: - \_\_\_\_\_

Hall stand			Telephone table		
Long case clock			<b>Number of boxes</b>		
Bookcase			OTHER ITEMS		
Desk					
Carpet					
Pictures					

**Lounge** Storage Location: - \_\_\_\_\_

3 seat sofa			Welsh Dresser		
2 seat sofa			Bookcase		
4 seat sofa			Display cabinet		
Armchair			Pictures		
Sofa bed			Poufs		
Tv			Rug		
Tv Stand			Side board		
Wooded chair			<b>Number of boxes</b>		
Ottoman			OTHER ITEMS		
Coffee table					
Nest of tables					
Rocking chair					
Upright Piano ( see page 6)					
Standard lamp					

**Dining Room** Storage Location: - \_\_\_\_\_

Dining Table (intact)			Pictures		
Dining Table (legs removed)			Rugs		
Dining chairs			<b>Number of boxes</b>		
Welsh Dresser			OTHER ITEMS		
Upright Piano ( see page 6)					
Bookcase					
Display cabinet					
Side board					
Lamps					

**Kitchen / Utility room** Storage Location: - \_\_\_\_\_

Table (intact)			Fridge freezer		
Table (legs removed)			American fridge freezer		

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Chairs / Stools			Chest freezer		
Butcher block			Tumble drier		
Display cabinet			Dishwasher		
Washing machine			Microwave		
Fridge			Cabinet		
Freezer			Welsh dresser		
Cooker			<b>Number of boxes</b>		
Highchair			OTHER ITEMS		
Vacuum Cleaner					
Ironing board					

## Bedroom 1 Storage Location: - \_\_\_\_\_

Single Divan bed (inc mattress)			Triple wardrobe		
Single bed in parts (inc mattress)			Bookcase		
Bunk bed in parts (inc Mattress)			Desk		
Double Divan bed (inc Mattress)			Dressing table		
Double bed in parts (inc Mattress)			Wardrobe rail		
King size divan bed (inc Mattress)			Tall Boy		
King size bed in parts (inc Mattress)			Blanket box		
Single wardrobe			<b>Number of boxes</b>		
Double wardrobe			OTHER ITEMS		
Bed Side table					
Medium chest of drawers					
Large chest of drawers					

## Bedroom 2 Storage Location: - \_\_\_\_\_

Single Divan bed (inc mattress)			Triple wardrobe		
Single bed in parts (inc mattress)			Bookcase		
Bunk bed in parts (inc Mattress)			Desk		
Double Divan bed (inc Mattress)			Dressing table		
Double bed in parts (inc Mattress)			Wardrobe rail		
King size divan bed (inc Mattress)			Tall Boy		
King size bed in parts (inc Mattress)			Blanket box		
Single wardrobe			<b>Number of boxes</b>		
Double wardrobe			OTHER ITEMS		
Bed Side table					
Medium chest of drawers					
Large chest of drawers					

## Bedroom 3 Storage Location: - \_\_\_\_\_

Single Divan bed (inc mattress)			Triple wardrobe		
Single bed in parts (inc mattress)			Bookcase		
Bunk bed in parts (inc Mattress)			Desk		
Double Divan bed (inc Mattress)			Dressing table		

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Double bed in parts (inc Mattress)			Wardrobe rail		
King size divan bed (inc Mattress)			Tall Boy		
King size bed in parts (inc Mattress)			Blanket box		
Single wardrobe			<b>Number of boxes</b>		
Double wardrobe			OTHER ITEMS		
Bed Side table					
Medium chest of drawers					
Large chest of drawers					

## Bedroom 4                      Storage Location: - \_\_\_\_\_

Single Divan bed (inc mattress)			Triple wardrobe		
Single bed in parts (inc mattress)			Bookcase		
Bunk bed in parts (inc Mattress)			Desk		
Double Divan bed (inc Mattress)			Dressing table		
Double bed in parts (inc Mattress)			Wardrobe rail		
King size divan bed (inc Mattress)			Tall Boy		
King size bed in parts (inc Mattress)			Blanket box		
Single wardrobe			<b>Number of boxes</b>		
Double wardrobe			OTHER ITEMS		
Bed Side table					
Medium chest of drawers					
Large chest of drawers					

## Office                              Storage Location: - \_\_\_\_\_

Desk			<b>Number of boxes</b>		
Office chair			OTHER ITEMS		
Bookcase					
Filing cabinet					

## Loft                                      Storage Location: - \_\_\_\_\_

Please describe the contents of the loft. Please note loft items may need to be moved out of the loft prior to our arrival.

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## Conservatory

**Storage Location:** - \_\_\_\_\_

Tables			Other Items		
Chairs					
Plants					
Electrical Equipment.					

## Sheds / garage / garden

**Storage Location:** - \_\_\_\_\_


Items from garages and sheds are subject to the storage facility contract specifications. Items such as paint, oil, and fuel ect is not allowed. Storage of garden and garage items must be stored separate to other household items due to soil and outdoor cross contamination

## Pianos

**Storage Location:** - \_\_\_\_\_

Please confirm what size and type this piano is

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Please describe what condition the piano is in and confirm with the client that some pianos come under the special items removals condition for dismantling.

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Any additional items?

Any additional information?

Using the above information we will calculate the volume to be transported to our storage facility. We use this information to quantify the storage area needed for your goods and we will provide you with a fixed rate monthly storage quotation.

Our terms and conditions can be found on our website @: -

<http://www.lancashire-storage.co.uk>