



# CHECKLIST

## **4 WEEKS BEFORE MOVE**

### **1. Confirm Budget**

Always prepare the budget ahead of time for the auto transport, never last minute. One of the first things you need to do is decide how much money you can willingly spend on shipping the vehicle(s). Our advice in case you are expecting a professional service, is that you should budget around \$1,000.

### **2. Choose Method of Auto Transportation**

Budget covered? Great, now you can decide which method of transportation best suits your circumstance. The more cost-effective way to go in case your budget is tight would be via open carrier. The other option would be to ship via enclosed carrier in case you are worried about weather conditions or simply just not worried about the cost and are particular about the vehicle. Both options are covered by insurance but expect a more quality experience from an enclosed carrier.

### **3. Contact Different Shipping Companies for Quotes**

Get free auto transport quotes online. Just a warning, to avoid becoming overwhelmed, when you fill out a quote request on just ONE website you tend to get up to 10 different companies all at once with quotes. Since you are already on our website ([completeautotrans.com](http://completeautotrans.com)) rest assured we are only one of those ten companies rather than just a lead provider so you won't get any calls from other companies doing a quote request through us. Only Complete Auto Transport will contact you. We are licensed and bonded so rest assure you are considering a qualified and safe auto transportation company. We understand if you need to shop around but our website does not offer multiple different company services.

## **3 WEEKS BEFORE MOVE**

### **1. Schedule Booking with One Transport Company**

At least 3 weeks before the move, go ahead and book an auto transport company to ship the vehicle and be careful not to double book. In other words, do not book an order with two separate companies. This can cause many issues with your order and may end up costing you money or at least a head-ache. The industry is very competitive and has a huge loyalty base. To avoid issues, choose one company and stick with them unless they break policy and be sure to completely cancel the order before moving on to another outfit.

### **2. Review Contract**

Once you have an order booked, look over all the agreement carefully. Make sure to double-check that the information is correct, and make sure that you have all mutual agreements in writing. This could include door-to-door service, insurance policy, dates, and any other details. In short, be sure to review your contract before you sign it.

### **3. Keep Your Spare Key(s)**

Make sure you keep a set of keys and only give one set of keys to the auto transporter. If you only have one set, we suggest you get a copy made. You should be able to have this done at any local dealership or even the one the car came from. Be sure to consider this expense when figuring out your vehicle shipping budget if you do not have a spare set.



## **2 WEEKS BEFORE MOVE**

### **1. Monitor Gas Amount in Vehicle(s)**

When it is time to ship the car, you should have no more than a quarter tank of gasoline in your vehicle. Car haulers claim that this helps them keep under the required weight limits when on the road. A quarter tank is also all that is needed for them to load and unload the vehicle safely during transit.

### **2. Remove/Limit Personal Items in Your Vehicle**

Most car haulers are concerned about weight restrictions. Therefore, you may be required to remove all items from your vehicle. By special request, it is not uncommon for car haulers to allow up to 100 lbs. of said personal items left inside vehicle. When cleaning out your car, be sure to remove any valuables, electronics and chargers as well. This will prevent theft during the trip and keep your car safe from damage.

### **3. Prepare Your Own Auto Insurance Policy**

When shipping state to state, you may want to contact your current auto insurance providers in order to have it prepared for arrival at its new location in case changes need to be made.

### **4. Double-Check Origin and Destination Locations**

Before handing your vehicle over to the car hauler, confirm both origin and destination locations. If opting for door-to-door service, please make sure the car hauler has the correct addresses. If you're driving your car to a disclosed location and picking it up in your new one, be sure you have all the right information and the car hauler does as well.

## **DAY BEFORE MOVE**

### **1. Take Photos of Vehicle Condition**

The day before your vehicle is picked up, be sure to photograph the current condition of the vehicle for insurance purposes. Take as many photos as possible of all angles of the car. Also, gather any paperwork and information about the condition of your vehicle from your most recent car servicing. This way, if your vehicle is damaged while in transit, you'll be able to prove that the car hauler is responsible.

### **2. Remove Car Accessories**

In addition to cleaning out your vehicle, be sure to remove all exterior accessories such as luggage racks, bike racks, ball-hitch, spare tires and any other extra accessories attached to your vehicle.

## **AFTER VEHICLE(S) ARRIVES**

### **1. Wash Vehicle**

If you decide on an open carrier service, your vehicle is sure to have accumulated dirt and dust during transit, depending on season. After your vehicle is delivered, consider washing it thoroughly. A good option would be to get a good detailing/cleaning by dropping it off at a professional car washing service.

### **2. Service your vehicle**

Once you have settled into your new location, it is always a good idea to take your car in for normal service (oil change/tune-up). After going through all the trouble to ship it to a new location, it is a good idea to make sure it will do well there.