

10 Ways to Save Money on Your Next Move

Brought to you by JK Moving Services — your business moving specialist.

1. **Beware of the low bid.** The low bid always looks good on paper. But you don't move on paper. A cheap bid that's \$5,000 lower from a discount mover could end up costing you 10 times that in downtime when they don't show up when they're supposed to, when they damage valuable computers, furniture and intellectual property, or when they start adding on additional charges on moving day (when they think they have you captive).

2. **Saving starts with planning—and clear communication.** Any good business mover will work with you from day one to plan your move down to the smallest detail. Surprises can cost you money, so value starts with clear and open communication. As your moving company ask about process, about their chain of communication, and whether you'll have a dedicated point person all day on moving day (with a cell phone number). If they can't promise you that, hang up the phone!

3. **Don't move what you don't have to (Part I).** Start early with a plan to recycle and archive old files. Remember, storage costs much less per square foot than office space. Top-quality moving companies, including JK Moving, can offer you climate-controlled storage and secure digital archiving that can save you thousands on moving day, and every year thereafter.



4. **Consider your new space layout.** The architecture of the modern workplace is always changing. Take the layout of your new space into consideration as you plan your move. We know one company that paid their mover to move 200 desks to a new space that had built-in desks in every workstation. Plan ahead, and take advantage of your qualified business mover's experience and expertise.

5. **Ask about a spider crane.** Many companies will require you to unload every file cabinet before moving. This can cost you multiple

hours of staff time, and result in lost or misplaced intellectual assets. Do not end up paying twice—for cabinets and for boxes or crates, too. Ask your mover if they have a spider crane, which can lift entire file cabinets with the files still intact.



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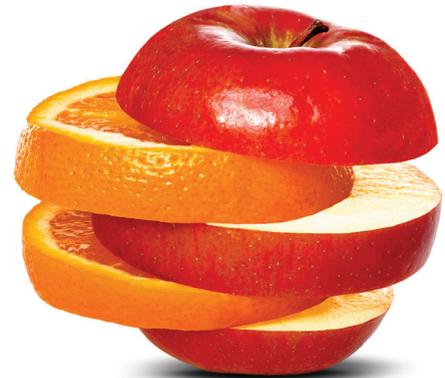
6. **Ask who will be moving your business.** It might sound basic, but the #1 cause of mistakes on moving day is human error. Ask the moving companies you're talking to about their training programs. Ask if they ever use temporary or day labor (and don't take "yes" for an answer). Training matters at your company, and it should matter for your moving company, too.

7. **Make sure you're bidding apples-to-apples.** It's always fair to compare prices, and you should insist on value. It's not fair to ask service-oriented professional moving companies that invest millions in equipment and training to compete on price against discount moving companies that rent trucks, use temps, or that won't be around next year. Ask for references—from companies like yours—and check them carefully before you decide on a bid.

8. **Think about where your biggest investments are—and then protect them.** Do you have lab equipment? Valuable artwork? Expensive computers? Proprietary equipment? It's one thing to move boxes; it's another thing to move fragile items that can cost hundreds or thousands of dollars. A good moving partner will have a plan in place for every single item you want to move, including your most expensive assets.

9. **Size matters.** Even with all the best planning, things can go wrong. During one move, an ice storm hit. During another, the new space wasn't ready when it was supposed to be. A good moving partner will have the capacity, resources and resilience to add trucks, add staff, provide storage, and do whatever it takes to meet your deadline, without adding unreasonable costs to your move.

10. **Don't go at it alone.** Remember, you aren't just bidding on trucks and strong backs when you hire a business mover. You're looking for expertise. A good moving partner will be there to walk your property, ask questions, and make suggestions that can often save you money long before your move even begins. They should also have the strength and stability to support you (and save you money) not only on your first move with them, but on your 10th.



Of course, price is important. **But value matters more.** Choosing the right moving partner, and opening up clear communication long before moving day, is the best way to ensure your expectations will be met. It's also the best way to save money!

JK Moving. what matters most.

Call or email us today! 703.260.4282
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