



# INVENTORY AND CONDITION REPORT

A DIVISION OF GRACE WORLDWIDE (AUSTRALIA) PTY. LTD. A.B.N. 90 070 345 845

Mode <small>(PLEASE TICK ONE)</small> LAND <input type="checkbox"/> AIR <input type="checkbox"/> SEA <input type="checkbox"/>	Branch:  Phone:
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## INVENTORY AND CONDITION REPORT

From (Name): \_\_\_\_\_ To (Name): \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Sheet no: \_\_\_\_\_ of \_\_\_\_\_ Sheets

Container No: \_\_\_\_\_ Packing Staff: \_\_\_\_\_ Store Location: \_\_\_\_\_ Rem. File No.: \_\_\_\_\_

Descriptive Symbols	Exception Symbols	Location Symbols
PBR - Packed by removalist PBO - Packed by owner OR - Owners's Risk DBO - Disassembled by owner LP - Left Packed B&W - Black & White TV C - Colour UR - Unpacked by Removalist	BE - Bent BW - Badly Worn BR - Broken BU - Burned CH - Chipped CU - Condition Unknown D - Dented F - Faded G - Gouged/Deeply Dented L - Loose ME - Moth Eaten MG - Missing ML - Mildew NS - Not Sighted RI - Rippled R - Rubbed RU - Rusted ST - Stained SC - Scratched	SS - Surface Scratched SO - Soiled/Dirty T - Torn WE - Worm Eaten WD - Water Damage CR - Cracked ✓ - Same 1 - Bottom 2 - Corner 3 - Front 4 - Left 5 - Rear 6 - Right 7 - Side 8 - Top 9 - Leg 10 - Foot 11 - Arm 12 - Edge 13 - Veneer 14 - Inside

Module No.	Article	Condition at Origin	Room	Item No.	Quality Checks						Condition at Destination
					Load	Unload	Reload	Unload	Reload	Unload	
				1							
				2							
				3							
				4							
				5							
				6							
				7							
				8							
				9							
				0							
				1							
				2							
				3							
				4							
				5							
				6							
				7							
				8							
				9							
				0							
				1							
				2							
				3							
				4							
				5							
				6							
				7							
				8							
				9							
				0							

Checker Initials: \_\_\_\_\_

↓ READ CAREFULLY BEFORE SIGNING ↓
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**Origin Certification**      **TICK  TO CONFIRM**

I certify that:

The goods listed above are a true and complete record of those uplifted and that the quantity and condition are as stated. I have received a copy of this uplift Inventory Conditions Report.

I have accompanied the removalist in inspecting the property to ensure that all items to be removed have been uplifted.

I am satisfied with the quality, timelines and professionalism of service provided by the removalists who undertook my uplift.

Client/Authorised Signature: .....

Crew Leader Name: .....

Crew Leader Signature: ..... **Date:** .....

**Destination Certification**      **TICK  TO CONFIRM**

I certify that:

With the exception of damage and discrepancies as noted in the delivery columns of this inventory all goods have been delivered in their uplift condition.

I have received a copy of this delivery Inventory Conditions Report

I am satisfied with the quality, timelines and professionalism of service provided by the removalists who undertook my delivery.

Client/Authorised Signature: .....

Crew Leader Name: .....

Crew Leader Signature: ..... **Date:** .....

**UNPACKING CERTIFICATION:** I report that ..... cartons packed by Grace are to be left packed      Client Signature: ..... **Date:** .....

ORIGINAL/WHITE - UPLIFT REMOVALIST COPY    YELLOW COPY - DELIVERY REMOVALIST COPY    BLUE COPY - FILE COPY    GREEN COPY - CLIENT    GR23B