



# MOVE + RELOCATION MANAGEMENT

COMPREHENSIVE, THOUGHTFUL, AND NON-DISRUPTIVE

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## WHAT IS WORKPLACE MOVE + RELOCATION MANAGEMENT?

Upon the completion of your project, we do everything we can to ensure your space remains exceptional in form and in function. We work with the entire project team to develop a move strategy and time line, to organize people and assets coordinating all aspects of the physical move. Our Move + Relocation Management Team works with you through the following:

### **Nuts + Bolts:**

- Planning Phase
- Pre-Move
- Move
- Post-Move

### **What We Do:**

- Recycling + Re-purposing Furniture
- Uninstall + Reinstall Furniture
- On-site AV Service + Repair
- Disconnect + Reconnect Technology
- Window Treatment + Accessories Installation
- Architectural Wall Systems
- Custom Millwork + Other Tailored Solutions
- Acoustical Solutions
- Flooring

### **What Do We Move:**

- Personal Items
- Furniture
- AV Technology
- Other Technology
- Copiers + Printers
- Work Tools
- “You Name It”