



# Dartmouth College

*Procurement Services*  
7 Lebanon Street. #313  
Hanover, NH 03755

TELEPHONE: (603) 646-2811

FAX: (603) 646-3810

[www.dartmouth.edu/~purchase](http://www.dartmouth.edu/~purchase)

## Relocation Profile Estimate Request Form

### Information on Person Moving

NAME \_\_\_\_\_

HOME PHONE \_\_\_\_\_

CELL PHONE \_\_\_\_\_

FAX \_\_\_\_\_

WORK PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

### Dartmouth College Department Information

TITLE OF YOUR POSITION AT DARTMOUTH COLLEGE \_\_\_\_\_

DEPARTMENT AT DARTMOUTH \_\_\_\_\_

DARTMOUTH DEPARTMENT CONTACT NAME \_\_\_\_\_

DARTMOUTH CONTACT PHONE \_\_\_\_\_

### Moving Information

Is current residence a house, apartment, or condo? \_\_\_\_\_

If apartment or condo, what floor? Is there an elevator? \_\_\_\_\_

Number of rooms included in the move \_\_\_\_\_

Number of vehicles to be relocated \_\_\_\_\_

CURRENT ADDRESS MOVING FROM (STREET, CITY, STATE, ZIP) \_\_\_\_\_

DESTINATION ADDRESS (STREET, CITY, STATE, ZIP) \_\_\_\_\_

TARGETED MOVE DATE \_\_\_\_\_

TARGETED ARRIVAL DATE \_\_\_\_\_

ADDITIONAL INFORMATION / COMMENTS / SPECIAL INSTRUCTIONS: \_\_\_\_\_

**To ensure prompt service, please fax / email this completed form to the carrier(s) you select.**