STAPLES TRANSPORT CITYCOAST REMOVALS

CARTON & BAG REFERENCE

Number each carton, label each bag (you can use a strip of packaging tape and use a marking pen) then use this form as a reference guide. Please refer to the example below.

CARTON/BAG No	ROOM	NOTES	*Tick when unloaded*
1	Bathroom		
2A	Kitchen	Pots, Pans (1 of 4 cartons)	
2B	Kitchen	Glasses, cups, Tupperware, some tea towels used as packaging	
Bag 1	My Bedroom	Clothes (1 of 2 bags)	

CARTON/BAG No	ROOM	NOTES	*Tick when unloaded*