

STATEMENT OF CUSTOMER RESPONSIBILITIES

- Atlas will not accept perishable articles (including houseplants). The customer should not include jewelry (other than costume); coins, currency or any other negotiable paper (stock certificates, bonds, notes); important papers (deeds, titles, bank books, tax & similar documents); collections (stamps, baseball cards); or any other item of high value in the customer's shipment due to the value of these items. If a customer chooses to ship any of these with Atlas, contrary to this advice, the customer understands that the customer is responsible for notifying Atlas of the items to be shipped in order that Atlas may take the necessary precautions for them. In the unlikely event of a loss, the customer further understands that the customer will be responsible for establishing that these items were in the customer's shipment in order to be able to recover for them.
- All hand guns and ammunition, flammable items (aerosol cans, propane tanks), medicines, paints, cleaning supplies or other liquids that may spill must be transported by the customer. The customer should not include any of these items in cartons that the customer packs.
- Prior to the arrival of the packers, the customer should place all items not to be packed or transported in a designated area, such as a closet. These items should be marked not for transport and be brought to the attention of the packers.
- Before the packers arrive, the customer should check all dresser drawers to be sure nothing valuable or breakable is left in them. Items left in drawers may be transported as is.
- The customer must remove items from crawl spaces and attics without floors.
- The customer or representative must be present during completion of the inventory and sign off as each individual sheet is completed.
- It is the customer's responsibility to acknowledge any damaged or missing items at the time of delivery. Atlas encourages the customer to "check off" the items on the Customer Check-Off Sheet as they are delivered noting any damages or missing items. These notations are required if the shipment has damaged and/or missing items and is delivered to a non-Atlas storage facility.
- Any item permanently affixed to a wall or a ceiling that is to be transported must be removed by the customer, unless authorization has been obtained for this service to be performed by a third party specialist.
- It is the responsibility of the customer to disassemble and reassemble ready-to-assemble furniture made of particleboard material (bookcases, entertainment centers, etc.) due to the method of construction and fragile nature of the materials.
- Computers and electronics need to be made ready for transport, including back-up of hard drive, by the customer.
- If a vehicle or boat is being moved, the gas tank must be no more than one-quarter full. It is also the customer's responsibility to remove all personal items and valuables from the vehicle or boat.
- Lawn mowers and other gasoline engines must be emptied of oil and gas. Also, the customer must wash out gas cans that are being transported to avoid fumes.
- Trash cans must be cleaned by the customer.

Information received - Please check those that apply:

- High Value Inventory (on attached page)
- Your Rights and Responsibilities When You Move* Booklet
- Personal business card of the survey origin agency coordinator

- Don't Move Gypsy Mother and Gypsy Mother Advisory*

- Let Atlas Take You Home Kit*

NOTE: *The ATLAS Dispute Settlement Program for Household Goods Shippers is on the reverse of this form.*

I have discussed the "Customer Responsibilities" listed above with the Atlas agency representative and understand each of statements and what is expected and required of me to prepare my shipment for transportation. I have received the literature/forms marked.

Customer's Representative Signature:

Date:

Atlas