

Relocation Advice

Important points:

Please complete the questions below to the best of your ability. If at anytime you are unsure regarding aspect of this form please contact your account manager or our team on 1300 13 33 99. This form is designed to help us better assist you during your relocation period, as we will aim to make it as smooth a transition as possible. Please note to guarantee preferred relocation times Motion requires this form to be completed and sent 21 days prior to the desired relocation date. Make sure all commercial agreements pertaining to your new premises have been finalized prior to the completion of this form to ensure work can be undertaken without an errors or further costs.

Account Number: _____	Customer Name: _____
Contact Number (mobile): _____	Date: _____

Connection Types (tick applicable): Local ISDN Preselection Override BTS Broadband

Service provided (i.e. same services provided): Unchanged Changed

New Address (please print)

Street Number: _____	Street Name: _____	
Suburb: _____	State: _____	Post Code: _____

Does a connection exist in the new residence: Yes No

If yes, what is the number:

Required Disconnection Date (previous premises):/...../.....

Requested date for relocation:/...../.....

Preferred Time Slot: Morning Mid Range Afternoon Early Evening

Do you currently have a PABX or other Telephone system: Yes No

If yes, would like Budgetel to provide a technician: Yes No Not required

(Office use only)

Lodged by: _____

LOLO Ref#: _____

Confirmed Date & Time in LOLO:/...../.....:..... **Please circle:** AM or PM

Customer informed: Yes No

Technician required: Yes No

Technician name and contact:

Date Completed:

Filed: