ARRANGING A MOVE FOR A NEW U OF A – FAYETTEVILLE EMPLOYEE

1. Contract Vendor:
   Armstrong Relocation United Van Lines

2. Contact Info:
   Rob Hurt - RHurt@goarmstrong.com or 800/288-7396

3. Armstrong will need the following information provided:
   - Employee’s name
   - Phone number
   - Email address
   - Moving location from and to.
   - Lead Time: 10 day or 2 week advance notice
   - E&I Contract Number: CNR-01267

4. Minimum Order:
   2,100 pounds

5. Discount: 66%


7. Armstrong will supply a written estimate not to exceed 10% quote

8. Insurance:
   Full Replacement Value Coverage with NO DEDUCTIBLE is based on $5.00 x weight of the shipment up to $100,000 at NO COST

DURING THE MOVE

Armstrong Customer Service Rep: Pam James – 901/547-7392 or pjames@goarmstrong.com

- She will be in contact with the transferee before, during, and after each move.
- Satellite tracking capabilities are installed on all over the road trucks.
- Stacy Mangrum will update the employee through the move process.