



Use This Checklist To Prepare Your Vehicle For Shipment:

Please print this and keep for your records to assure that the requirements to ship your vehicle have been satisfied

☐ **Keys**

You must provide the selected carrier with keys to the ignition, trunk, gas cap and any locked compartment. Please have copies of your keys made and leave only the copies (keep your original set of keys) after you have checked to ensure that the copies fit all devices/compartments.

☐ **Don't fill your gas tank**

Due to DOT weight regulations, we recommend that your gas tank be less than a ¼ tank.

☐ **Don't over pack anything in your vehicle**

Light and soft personal items, luggage or small boxes may be shipped inside the trunk only (100 lbs max). An infant car seat and spare tire with a jack are integral parts of the vehicle, so they may be included. You will/may be asked for additional compensation if your vehicle is over-packed or require removing anything that is not permanently mounted or bolted to the vehicle.

NOTHING obstructing views out of the windows. This is mandatory and is for the safety of our crew. Our crew often must load these vehicles on to the trailer with the mirrors folded in, using only the windows. If their view is obstructed the potential for damage and injury increases greatly. Please see the images below for vehicles we cannot accept.

☐ **Don't pack firearms or fire extinguishers**

No firearms, ammunition of any type of fire extinguishers may be shipped in a vehicle.

☐ **Alarm systems**

If there is an alarm system, it must be disconnected prior to dropping off or the alarm remote must be provided.

☐ **Disabled / inoperable vehicles**

If your vehicle is inoperable it must be in a safe location with easy access with inflated tires, fully operational brakes, and steering.

☐ **Over-sized / modified vehicles**

Unless otherwise previously noted to our dispatch department, Vehicles that are Factory Stock cannot exceed certain height or clearance. All vehicles must have at least 6½ inches of ground clearance OR maximum 7' high, otherwise, we may be unable to accept your vehicle for a regular auto trailer which may increase your estimated rate.

☐ **The vehicle should be clean**

To ensure an accurate vehicle inspection report can be completed, please clean your vehicle. This will assist you and the driver to speed up the walk around the vehicle at pick up and destination.

☐ **No important paperwork inside the vehicle**

Make sure you do not place any important papers inside the vehicle such as your Title or any other personal document that is important to you. If you do have any documents that are important inside your car please remove them and keep them with you.