

SET DEC TRANSPORT ORDERS		
Production Name:	Request Date	
	Order Submitted By	
	Contact Number	
PICK UP INFORMATION		
PICK UP DATE :	PICK UP TIME :	
Company :		
Contact :	Phone :	
Address :		
City :	Post Code:	
SET		
ITEM DESCRIPTION		
PICTURE NEEDED?		
DROP OFF INFORMATION		
DROP OFF DATE :	DROP OFF TIME :	
SET		
ITEM DESCRIPTION		
NOTES		
Please - Staples to order any Additional pick up information, Invoice Copies, Craig's List listings, ect. This document MUST be retuned to the Assitant Set Decorator		