



Worldwide Commercial Moving

Project Management

Full Project Management to include attending all project meetings with construction / architectural team, peripheral vendors and your team.

- Orchestrate all commercial moving services listed below as the project progresses and develop, monitor and implement a full moving timeline.
- Train and prepare office staff for all aspects of the moving process.
- Pricing and billing oversight.
- On-site supervision and service crew coordination.

Moving – Commercial / Office

Movement of office furniture, systems furniture movement/ installation, computer disconnect/ reconnect, asset management, warehousing, project management, packing & custom crating, lab services, furniture repairs, furniture disposition, emergency response teams, and data center deployment. Services are available on a national or international level.

- **Moving & Storage**
 - All packing, transportation, material and planning for the movement of traditional office furniture within any office location.
 - Asset management, storage and delivery services for all case goods on a local, national or global level.

- **Computer, Server, PC, Electronics & Specialty Equipment Moves**

- Special preparation, packing, loading, transportation and placement of high value electronic equipment of all sizes and manufacturers.

- **PC Disconnect and Reconnect Services**

- Unplugging, packaging, inventory and replacement of computers as part of traditional office move. This service augments existing IT department resources by assisting in the basic removal and packaging of wires. At destination, systems are rewired and powered on.

- **Modular/System Furniture (new or used) Installation / Reconfiguration**

- Tear down, movement, and reassembly of modular furniture.
- All brands serviced and shipping between locations available.

- **Anchoring, Ganging & Leveling**

- For areas that require it, furniture such as file cabinets, shelves, bookcases, etc. can be seismically braced to the floors or walls and ganged together.

- **Furniture Polish & Cleaning Services**

- Comprehensive clean sweep services at the end of a move to remove dirt and leave furniture looking like new prior to employee return. All debris is removed from the old location and suites vacuumed.

- **Disposal, Donation, and/or Liquidation of Furniture**

- Surplus furniture can be removed as needed and donated, recycled or disposed of on a case-by-case basis. For liquidation services, support for sale of product is available.

- **Library & File Room Shelving Systems**

- Packing, sequencing, movement and placement of all filing systems. This includes installation and movement of high-density filing systems.
- Confidential and secure pack services are also available.

- **Secure Document Shredding Services**

- Removal and destruction of outdated or unnecessary records and documents, ensuring compliance with the relevant state or federal privacy laws.
- Purge and Recycle bins are available in a variety of sizes and service can be for a one-time purge in conjunction with an office relocation or for recurring route service.

- **Concierge Delivery Service**

- Receipt, delivery and installation of high-end pieces such as artwork. This service also includes "C" level moving service where the office is videoed as the employee leaves it, we then completely pack and move the contents, then, using the video, literally return everything to its EXACT former location within the office.

Manufacturing & Plant Facility Moves

Machinery Moving & Rigging Services

- **Special use of rigging equipment and providers to relocate large manufacturing equipment.**

Industrial Shelving & Pallet Racking

- **Installation, movement, and/or reconfiguration to current racked warehouse systems. This can include racking for warehouses or racking for smaller components.**

General Freight

Global Warehouse & Distribution

- **Receipt, inventory, storage, delivery, and installation of any product. Segmented, secure and climate controlled storage available.**

LTL/TL Freight

- **As needed, high-tough domestic or international shipping for furniture, fixtures and equipment.**
- **Same day, expedited, air freight, team driver, and climate controlled service available.**

For more information visit: northamerican.com



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