

CORPORATE MOVING BY  
**MATTHEW JAMES**  
*Removals & Storage*



Please contact us  
to arrange a  
no obligation  
estimate.

# WELCOME

TO MATTHEW JAMES REMOVALS & STORAGE IN THE UK AND SPAIN



**Proud Winners  
of the  
Movers & Storers  
Show  
packer of the year  
competition 2013,  
along with many  
other awards and  
trophies.**

## MATTHEW JAMES – OVER 3 DECADES OF MOVING EXPERTISE AND KNOWLEDGE.

Moving home is not only about transport, it's about people. Of course when you first consider moving your home in the UK, to Europe or to another continent, your first consideration may be cost, but that's just part of it. When you move home you do more than just move location, you change your life completely. Even if you only move to the next town you have new friends, schools, jobs and opportunities. It's an important decision and an emotional experience.

There is the potential for lots to go wrong; it's our job to make sure nothing does. Right from the start we'll use our experience to guide you, advise you, and help to make the hard decisions easy. This brochure describes our services, but as you browse through the pages for UK moving, international moving, commercial moving, or storage, always bear in mind it's not what you do, it's how you do it that really matters.

We are members of the British Association of Removers and the Alliance of Independent Movers, whose strict membership criteria ensures we are both professionally and legally compliant. We also trade under terms and conditions that are approved by the UK's Trading Standards Institute.



M091



SEE POSITIVE FEEDBACK FROM CUSTOMERS AT: [WWW.REFERENCELINE.COM](http://WWW.REFERENCELINE.COM)



# PACKING SERVICES

## PART or FULL PACKING

We offer a part or full packing service; or we can just supply you with the materials you need to pack things yourself. We will include these in your quotation if requested. We also provide an export wrapping service for international or high value items.



### FRAGILE/PART PACKING SERVICE

If you just need help to pack your fragile items - glass, china, pictures and mirrors – our fragile packing service is for you. We normally do this the day before your removal using specialist materials such as flo-pack, bubble wrap, tissue paper, tape and a variety of different sized boxes. The boxes will then be marked so that everything can be placed correctly in your new home. By prior agreement, for valuable pictures or fine art we can make individual crates to protect them on the journey. If you choose the part packing and unpacking services we will automatically extend your insurance to cover everything we have packed for you.

### FULL PACKING SERVICE

With our full packing service, we'll pack everything for you so you can relax and let us do the hard work. We usually do the packing immediately before your moving day. We'll use a variety of different-sized boxes, all of the highest quality: small ones for books, medium ones for china, tall ones for lamps and lightweight items, etc. We also use tape, tissue, bubble wrap, and flo-pack to protect everything perfectly. The boxes will be clearly labelled and placed in the correct rooms in your new home. If you choose the full packing service your insurance will cover all the items we pack for you.

All packing materials are included in your estimate when you move with Matthew James.

18 x 18 x 30



18 x 18 x 20



18 x 18 x 10



18 x 13 x 13



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# UK & LOCAL DOMESTIC REMOVALS

Our domestic moving service ranges from a small flat to a large stately home.



Our company originally provided small domestic removals services for residents of Chislehurst and the surrounding areas. Even today, local removals remain a large part of our work with around 75% of our work coming from recommendations.

Typical moves range from a one-day, local removal up to a large, complex move taking a week or more. Everything we do is tailored to your needs whether you are moving across the street or across the country.

We are proud members of BAR (British Association of Removers). You can also check what our customers say about us at [www.referenceline.com](http://www.referenceline.com).

## YOUR ESTIMATE WILL INCLUDE

We firmly believe that no other company matches our service quality and value for money. For example, unlike the majority of companies, your removal estimate includes:

- Insurance as declared – up to £50,000. This can be extended upon request
- Hanging wardrobe boxes
- Tailor made padded sofa covers
- Plastic mattress covers
- Boxes, paper and tape
- Carpet protectors
- Respectable/clean, trained, trustworthy and uniformed staff
- The reassurance of the British Association of Removers
- Modern, clean and reliable vehicles

Research has shown that moving is one of the most stressful things in life, why not take the stress out of moving and contact us for a free no obligation quotation.

Only use a BAR  
registered company



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## HOW YOUR REMOVAL DAY WITH MATTHEW JAMES WILL WORK

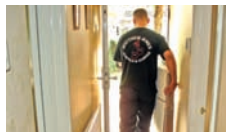
### REMOVAL DAY



1 Removal lorry arriving.



2 The crew introducing themselves to you and your family.



3 Laying protectors over your carpets.



4 The crew transporting hanging garment carriers.



5 Sofas are always wrapped in tailor-made padded covers before being moved by the crew.



6 Crew loading.



7 Vehicle being loaded and all items being carefully packed ready for transit.



8 End of the day, job well done! Another satisfied customer.

At Matthew James we are committed to ensuring your removal day runs smoothly and stress free.



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# STORAGE

We offer storage in London, Barcelona, Madrid & Estepona. Our warehouses are clean, dry, secure and fully equipped with extensive CCTV coverage.



SPAIN 200 CONTAINERS



UK 600 CONTAINERS

## CONTAINERISED STORAGE

Containerised storage is fast, safe, economic and keeps handling to a minimum. Unlike conventional or self storage, your goods are only handled twice: into a sealed container at your door; out of the container at your new home. The container is not opened and your goods will not be handled again at the warehouse, no matter how long they stay with us.

We understand that the things you store with us are precious to you...otherwise you wouldn't be storing them. We treat everything with the highest level of care, just as you would yourself. All our storage facilities are fully insured for your peace of mind.

## SELF STORAGE

If you advise us when you would like to bring your items into store we will make sure we have empty container/s waiting for you ready to be loaded. The containers will then be sealed and stored away until you are ready to collect them.

While they are in our warehouse your personal effects will be insured against total loss; additional insurance can be arranged depending on your requirements.

Our containers are 5ft x 7ft x 8ft. You can use as many containers as you need from as little as one day onwards. The longer you require storage the more competitive the cost will be. We also offer an extensive range of packing materials for sale at affordable prices.

## HOW STORAGE WITH MATTHEW JAMES WILL WORK

### STORAGE DAY



1 Container being fork lifted onto our vehicle.



2 Ramps and platforms set up to enable us to load.



3 Here is a partially loaded container to show you how it is stacked.



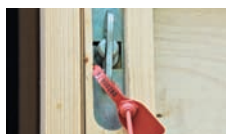
4 All fabrics are plastic wrapped for storage to prevent them from getting dirty or dusty.



5 This is an example of a storage inventory that we will complete when we collect your goods. The condition will also be logged.



6 Container labelled with your details ready to go to our warehouse.



7 Your container is sealed and ready to be stored.



8 Your container is then safely stored in our warehouse.

## ARCHIVE STORAGE

Our archive storage service provides safe storage for your important documents to help you release valuable space in your office. You can have as many storage boxes as you need. While in store all your boxes can be made accessible to you and at no time are racking shelves shared. We can also arrange a regular collection and delivery service for your files to help keep your working space clear. When your old files are no longer required, we can arrange for them to be securely shredded in line with your document management policy.

If you have props or PR equipment we can store them for you and make them available whenever they are required - or we can deliver them straight to your event if you prefer.





# EUROPEAN

REMOVALS TO AND FROM THE UK, FRANCE  
AND SPAIN WEEKLY.



MONTHLY DEPARTURES TO ALL OTHER EUROPEAN DESTINATIONS.

In 1989, early in our company's history, we started relocating clients abroad. In 2002 we opened our first Spanish depot on the Costa del Sol, followed by Madrid in 2011 and Barcelona in 2012.

We currently have a weekly service to and from the UK, France and Spain, and can provide dedicated services depending on your exact requirements. We deliver to all European locations regularly. Our drivers have a minimum of five years' European experience and our Spanish office staff are bilingual.

Our long experience, local knowledge and specialist vehicles make us the obvious choice for

## COMPARING OUR QUOTATION

We believe that no other company can provide a comparable quotation that will match our quality of service. Unlike the majority of companies, your removal estimate will include:

- Full detailed numbered inventory provided at collection
- Liability insurance included for transportation throughout Europe
- All fabric items such as beds, sofas & mattresses will be wrapped in high quality, purpose made plastic covers for full protection from dirt & dust
- All other packing materials

moving throughout Europe. We are proud members of the Overseas Group of BAR (British Association of Removers), FEDEMAC and the RHA International Group.

We also offer a very cost-effective, depot-to-depot service from and to London, Barcelona, Madrid and Malaga.



Spanish tranship vehicles.



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## HOW YOUR EUROPEAN REMOVAL DAY WITH MATTHEW JAMES WILL WORK

REMOVAL DAY



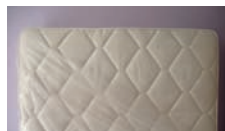
**1** Our vehicle collecting your European removal consent.



**2** Example of a chair before export packing and after.



**3** Sideboard fully export wrapped, numbered and inventoried ready for your European move.



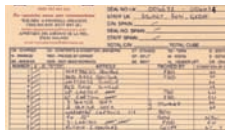
**4** All fabrics are fully plastic wrapped to enable them to stay free of dirt and dust.



**5** Protective box for plasma TV during transit or storage.



**6** Label with item number, detail and client details.



**7** Full numbered inventory of every item and its description & condition.



**8** Your goods arrive safely on our vehicle at your destination.

## EXPORT WRAPPING

We export wrap all high-value items on request, all fabric items destined for Europe are plastic wrapped as standard. Tailor-made boxes are used for your plasma TVs & bikes.

Export wrapping of high-value or delicate items will be included in your quotation, on request.

We recommend professional export wrapping for all international moves as ordinary 'blanket' wrapping, the standard for many companies, does not offer sufficient protection. Our estimate will include a full numbered inventory and insurance, unless you specifically request otherwise.



## VEHICLE TRANSPORTATION

Unlike car transporters, our vehicle transportation service ensures that your vehicle/s are enclosed, securely strapped down and then sectioned off, preventing stone chips, other road damage, or tampering by inquisitive passers-by.

We can also transport your household effects and vehicles together in one of our purpose-built vehicles. We currently transport vehicles throughout the UK, Europe and internationally. As well as conventional vehicles we ship anything from classic cars, 4x4s, motorbikes, off road bikes, jet skis, small boats, quad bikes, road bikes, MPVs and vans.

When shipping goods to another continent (deep sea) we can pack your car and household goods into the same container for shipping.



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# INTERNATIONAL REMOVALS

Shipping abroad can be complex with each country's customs requirements and local regulations being different. The precise cost for shipping or air freight will depend on the exact size (and sometimes the weight) of your consignment. We recommend air freight if you require your effects promptly. If you wish to ship most or all of your household effects we recommend the use of a dedicated container. For smaller shipments, we recommend our part load (groupage) service as the most practical and cost-effective option. The exact price will depend on the cubic capacity, container size, and service required. Part loads will be returned to our warehouse for consolidation and loading. Full load containers can be loaded directly at your home if the access allows.

## SERVICES AVAILABLE

- Complete door to door service
- Export wrapping and packing services
- Unpacking and re-assembly services
- International shipping inventory
- Dedicated & groupage consignments
- Customs clearance assistance
- Bespoke crating for fragile and delicate items
- International deep sea insurance cover

Our export packing service provides a detailed inventory for customs and allows 'all risks' marine insurance cover.





# ANTIQUES & FINE ART CASE MAKING SERVICE

We understand that moving fine art requires the highest level of care at every point in the move so that your valuable items are protected. From oil paintings to sculptures and statues, our removal teams know how to move art collections safely and will work with you to ensure that every aspect of the move is handled with precision and the utmost care.

You will need to let our representative know at the time of your survey if you will be moving fine art or other high value items. Special arrangements may be necessary to ensure that your collection will reach its destination safely.

## PACKING YOUR FINE ART COLLECTION

Different kinds of art require different packing techniques. We recommend wooden crating for the most valuable artwork including paintings, sculptures and statues. Crates can be custom built to the required size to protect these items during transportation.

Oil paintings, for example, need to be handled with extra care and protected using the correct materials.

Prior to crating, the front of your oil painting should be covered in acid-free glassine paper, which will protect it from moisture and dust. Once your art is crated, it is ready to be moved.

Upon arrival at destination, your art collection can be unloaded at your new home. We recommend that you carefully check your art and mark off the inventory.

### SERVICES AVAILABLE

- Bespoke crate making service
- Extra insurance for high value items



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# CONTACT US

## UK DEPOTS

### FREEPHONE

LONDON - 0800 040 7907

KENT - 0800 040 7908

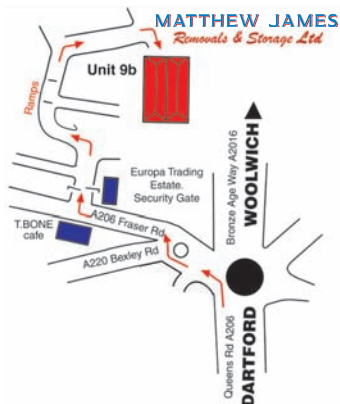
MANCHESTER - 0800 040 7909

### HEAD OFFICE

Matthew James Removals and Storage Ltd  
Unit 9B, Europa Trading Estate  
Fraser Road, Erith  
Kent DA8 1QL

### EMAIL

info-uk@matthewjamesremovals.com



## COSTA DEL SOL DEPOT

SPAIN - 0034 952 441 566

### ADDRESS

Matthew James Removals and Storage SL  
Calle Alonso Cano 19  
Poligono Industrial  
Estepona, Malaga  
29680

Spain

### EMAIL

sales@matthewjamesremovalsspain.com



## MADRID DEPOT

Matthew James Removals and Storage SL  
Logistica Unijosan  
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Velilla De San Antonio  
28891 Madrid

Spain

### EMAIL

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## BARCELONA DEPOT

Matthew James Removals and Storage SL  
C/Anselmo Clave  
S/N Pol 16

Sant Feliu De Llobregat  
08980 Barcelona

Spain

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SPAIN: [www.matthewjamesremovalsspain.com](http://www.matthewjamesremovalsspain.com)