

STATE OF COLORADO

DEPARTMENT OF TRANSPORTATION



MOVING ESTIMATE REQUEST (Business, Farm, or Nonprofit Organization)

Project Code:
Parcel No.:
Project No.:
Location:
Name:
Date:

The Colorado Department of Transportation, Requests an Estimate for Moving the Attached Inventory

The State cannot guarantee that a commercial mover will be hired as the property owner is entitled to a self move option. However, your estimate should be computed as if you were going to do the job. The estimate is to be based on the certified inventory and should include packing all personal property at the present site and unpacking and placing in bins or cupboards at the new site as similar as possible to the present site. Your moving estimate should also be based on the following special instructions, if any as follows:

Please break down the estimate into the following cost categories:

- Equipment, time and charges
- Number of men and hours
- Supervision required
- Packing material
- Insurance
- Special fees or charges required

The State will pay a reasonable fee for your estimate. Please submit your bill along with the moving estimate to me. Please do not give any cost information directly to the property owner.

Sincerely,

Real Estate Specialist