

DELIVERY AND INSTALLATION CUSTOMER CHECKLIST



Download and print this useful Delivery and Installation Customer Checklist to make your project management easier and more accurate and ensure that your work site is ready for delivery and installation.

Prior to delivery

- Received confirmation call from MMPS of Delivery / Installation 1 to 2 days prior to delivery
- Confirmation given to MMPS that the site is ready for delivery and installation of container
 - Or: Notified MMPS of any changes to installation site that may impact delivery or schedule (rain, mud, etc.)
 - Or: Discussed with MMPS any changes to container size requirements, if any
- Container placement site cleared of debris—branches, overhanging power lines
- Container placement site is solid, level, hard soil/cement
- Delivery pathway/road measurements (width, length) given to MMPS Sales Rep
- For container offices: 220v generators are ready and available

Delivery day

- Received delivery-day call from driver once en route to site
- Driver arrives and installs container
- Received site walkthrough with MMPS Delivery Specialist
- Sign off on delivery/installation of unit

What to expect from us

- Container picked up from nearest facility
- Driver arrives and installs container
- Driver conducts a site walkthrough with or without customer present
- Ensure container doors and windows open and close properly
- Ensure container undergoes final quality check
- Ensure container is clear of debris
- Keys are available
- Container is level
- Delivery averages 10 to 30 minutes for setup and proper placement

For container pickup

** Please allow 10 days for MMPS to pick up the container**

Once you order your container to be picked up, your Mobile Modular Portable Storage Sales Rep will instruct you to do the following:

- Disconnect all power to container(s) offices
- Container interior must be cleared and empty or customer will be charged a “dry run” fee; we do not move containers that are full of items
- Ensure top of container is free of debris
- Ensure container is unlocked
- Ensure keys are present and ready for pickup
- To avoid any “dry run” charges, notify your MMPS Sales Rep of potential delivery problems (rain, etc.)

NOTES
