

CLIENT COMPANY:	
Client Contact:	
Contact Phone:	
Contact Fax:	
Contact E-Mail:	

Consultant:	
Address:	
Telephone:	
Fax:	
Email:	

CUSTOMER DETAIL

Mr. Ms.

Last/Family Name:		Phone (Day time):	
First/Given Name:		Phone (Evening):	
Middle Name/Initial:		Phone (Mobile):	
Full Name on Passport:		Fax (Work):	
Date of Birth:		Work Email:	
Citizenship/Passport:		Home Email:	
Passport Expiration:		Languages:	
Former Natlty/Cntry of Birth:		Employee ID#:	

PRESENT HOME ADDRESS

Country:	

PERSONAL CONCERNS, COMMENTS, or CONFIDENTIAL INFO

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DESTINATION

City:	
Country:	
Office:	
Office Address:	

Length of Assignment:	
New Position/Title:	
Expected Move Date:	
Date of Hire:	

Have you Relocated Before?

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FAMILY DATA

Mr. Ms. Spouse Companion

Last/Family Name:		Cell Phone Number :	
First/Given Name:		Email Address:	
Date of Birth:		Name on Passport:	
Citizenship:		Country of Birth:	
Languages:		Passport Expiration:	
Additional Adults:			

DEPENDENTS

	#1	#2	#3
Last/Family Name:			
First/Given Name:			
Male/Female			
Date of Birth:			
Citizenship/Passport:			
Passport Expiration:			
Country of Birth:			
Languages:			

ADDITIONAL CHILDREN LIST BELOW

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Pets (Please list any pets - include breeds, weights and descriptions if dogs or cats)

DESTINATION SERVICES

PRESENT ACCOMMODATION

City <input type="checkbox"/>	Suburb <input type="checkbox"/>	Rural <input type="checkbox"/>	Balcony/Patio <input type="checkbox"/>
House <input type="checkbox"/>	Apartment <input type="checkbox"/>	Outdoor Space <input type="checkbox"/>	
# of Bedrooms:			

ACCOMMODATION NEEDED

Buying <input type="checkbox"/>	Renting <input type="checkbox"/>	For Rental Properties Only	
Furnished <input type="checkbox"/>	Unfurnished <input type="checkbox"/>	Need Pets Allowed <input type="checkbox"/>	
House <input type="checkbox"/>	Apartment/ Condominium <input type="checkbox"/>	Need Smoking Allowed <input type="checkbox"/>	
City <input type="checkbox"/>	Suburb <input type="checkbox"/>	Rural <input type="checkbox"/>	Garage <input type="checkbox"/>
New Development <input type="checkbox"/>	Older Development <input type="checkbox"/>	Outdoor Space <input type="checkbox"/>	Balcony/Patio <input type="checkbox"/>
# of Bedrooms:	<input type="text"/>	# of Bathrooms:	<input type="text"/>
Preferred Areas:	<input type="text"/>		
Maximum Commute Time:	<input type="text"/>		
Is Proximity to Shopping Areas Important?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Is Proximity to Schools Important?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Is Proximity to Public Transit Important?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Is Proximity to Community or Sporting Facilities Important?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Additional Comments:	<input type="text"/>		

BUDGET

Monthly Budget in Local Currency:	<input type="text"/>		
Lease Will Be In:	Company's Name <input type="checkbox"/>	Customer's Name:	<input type="checkbox"/>
Security Deposit Paid By:	Company <input type="checkbox"/>	Customer <input type="checkbox"/>	Maxxelli <input type="checkbox"/>
Rent Will Be Paid By:	Company <input type="checkbox"/>	Customer <input type="checkbox"/>	Maxxelli <input type="checkbox"/>

PREASSIGNMENT TRAVEL (OUT OF HOME COUNTRY)

Date(s):	<input type="text"/>	Location:	<input type="text"/>
Date(s):	<input type="text"/>	Location:	<input type="text"/>
Date(s):	<input type="text"/>	Location:	<input type="text"/>
Date(s):	<input type="text"/>	Location:	<input type="text"/>

FLIGHT INFORMATION (IF APPLICABLE)

Airport:	<input type="text"/>	Departing From:	<input type="text"/>
Airline:	<input type="text"/>	Date of Arrival:	<input type="text"/>
Flight Number :	<input type="text"/>	Time of Arrival:	<input type="text"/>

TEMPORARY / HOTEL ACCOMMODATION AT DESTINATION

Name of Hotel:	<input type="text"/>	Telephone:	<input type="text"/>
Room #:	<input type="text"/>	Fax:	<input type="text"/>
Dates of Reservation:	<input type="text"/>	Best Way to Reach?:	<input type="text"/>

If you do not plan for you and your family to relocate at the same time, please explain :

ANY PERSONAL CONCERNS, ADDITIONAL COMMENTS, or **CONFIDENTIAL INFORMATION?**

Whatelse can we do for you?