

MoveIQ Checklist

Step 1 – Prep

- Gather the list of zip codes you service
- Determine which email addresses you'd like to receive reservation information
- Gather your local hourly pricing details (this includes packing prices, accessorial charges, and weekend/holiday pricing)
- Sign up for a webinar with Allison!

Step 2 – Setup

- Log in to your account
- Fill out/confirm your company information for your public profile page
- Set up your email notifications
- Fill out your capacity (availability) calendar
- Add your state tariff (this includes hourly pricing and packing costs)
- Add your tariff rules (includes premium rates, weekend rates, accessorial charges, etc)
- Add your service areas

Step 3 – Go Live

- Let Allison know when you're ready to go live!