

**HOUSEHOLD GOODS CARRIER EVALUATION REPORT
(For Domestic and International Shipments)**

INSTRUCTIONS

Employee: Complete this form upon delivery of your shipment(s) to your new duty station and then send to your Agency's B/L Officer or Move Coordinator for their evaluation.

B/L Issuing Officer/Agency Move Coordinator: After completing this form, e-mail it to reg6.transportation@gsa.gov

EMPLOYEE INFORMATION

NAME	LAST	First	MI	Present Home Address

DUTY STATIONS

	CITY	COUNTRY (If not in the U.S.A)	STATE	ZIP CODE
OLD				
NEW				

Social Security Number	TELEPHONE		
Leave Blank	HOME AREA CODE	HOME NUMBER	PICK UP DATE
	WORK AREA CODE	WORK NUMBER	DELIVERY DATE

HHG B/L NUMBER	UAB B/L NUMBER	POV B/L NUMBER	FED AGENCY ID	CARRIER NAME ON B/L

RELOCATING EMPLOYEE'S RESPONSE

HOW WOULD YOU RATE YOUR SATISFACTION WITH THE CARRIER? (Place an X in the Applicable Box For Each Response)	Very Unsatisfied	Somewhat Satisfied	Neither Satisfied Nor Unsatisfied	Somewhat Satisfied	Very Satisfied
Quality of Packing					
Delivery/Pickup Items With Little or No Damage					
Having Workers Who Show Personal Courtesy					
Delivering/Pickup Within the Scheduled Timeframe					
Clearly Communicating the Services to be Provided					
Being Responsive in Resolving Problems					
How would You Rate the Overall Quality of Service					

IF YOU HAVE ANY LOSS OR DAMAGE, WHAT ARE THE ESTIMATED AMOUNTS

HOUSEHOLD GOODS	AIR BAGGAGE	VEHICLE	SIGNATURE OF EMPLOYEE	DATE

B/L OFFICER'S/AGENCY MOVE COORDINATOR'S RESPONSE

HOW WOULD YOU RATE YOUR SATISFACTION WITH THE CARRIER? (Place an X in the Applicable Box For Each Response)	Very Unsatisfied	Somewhat Satisfied	Neither Satisfied Nor Unsatisfied	Somewhat Satisfied	Very Satisfied
Having Courteous People Help You When Tracing A Shipment					
Keeping You Informed of Any Changes Occurring During the Move					
Being Flexible in Meeting Special Employee or Agency Needs					
How Would You Rate the Overall Quality of Service					
SIGNATURE OF B/L ISSUING OFFICER/AGENCY MOVE COORDINATOR					DATE

NAME OF B/L OFFICER/AGENCY COORDINATOR	TELEPHONE NUMBER		
	AREA CODE	NUMBER	EXT