

Safe deliveries checklist

Help ensure your delivery arrives safely

SULFARO
— FURNITURE —

To prevent damage to property and people, take a few simple steps to prepare for delivery of your new goods.

Prior knowledge of obstacles and restrictions can protect your property and goods from accidental damage during the delivery and keep delivery workers safe too.

Did you know workplace health and safety laws provide protection for workers so they are not injured during deliveries to your house or apartment?

Delivery drivers and contractors have the right to refuse delivery of your goods if they believe it puts them at risk of injury.



1. Door measurements
2. Remove rug
3. Stair to ceiling height
4. Clear floor clutter
5. Keep pets restrained
6. Remove smaller furniture
7. Remove pictures and light fittings

Before purchase

Take measurements

Before you even make your purchase, take measurements so you are aware of any height and width restrictions on your property.

Outdoors: carports, gates, paths, steps, uneven surfaces

Indoors: doorways, hallways, ceiling heights, stairs

At time of purchase

Negotiate delivery

Discuss the delivery process with the retailer or check the website terms and conditions for online purchases.

- Assembly of furniture
- Delivery point (eg, to front door only)
- Removal of old appliances or packing materials
- Negotiate delivery 'time window' (eg, around school pick-up or body corporate restrictions).

Prior to delivery

Walk delivery route

Walk the delivery route, noting obstacles and risks. Choose the easiest path (this is not always the shortest). Take note of where the delivery vehicle can park.

- Tight turns
- Height of the carport or garage
- Gate widths
- Contour of walkways
- Distance to property from parking

Provide details

Contact the delivery company or retailer to advise them of possible risks.

- Describe delivery route
- Identify obstacles that can't be moved
- Advise of location & limitations (eg, road with clearway limitations, narrow suburban street, steep gravel road)
- Body corporate delivery procedures (eg, time and lift restrictions, use of trolleys).

Delivery day

Clear the clutter

One of the biggest risks to delivery drivers and contractors is 'slips and trips'. On the morning of the delivery, remove tripping hazards. Include items that might be knocked over.

- Loose rugs
- Toys and knick knacks
- Lamps
- Pictures
- Restrain pets

Be helpful

Being helpful will help make a smoother delivery process.

- Show where the goods need to be placed
- Discuss process agreed to with retailer (eg, unpacking or installing goods, packaging materials or removing old appliances)
- Consider parking your car down the street to allow for easy access to your property.