



4419 SW 21st Street
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PICK-UP REQUEST FORM

Complete this form and email to **matt@marrsit.com** with 'Pick-Up Request' in the Subject Line. Please be specific when completing the 'Description of Items for P/U' Section' & 'Notes' Section below. Attach Inventory List / Spreadsheet when possible. Attach picture(s) when possible. Please expect 1 business day for processing and reply.

Company:

Date:

Pick-Up Location

Company Name:

Address:

City, State, Zip:

Contact (Name):

Contact (Phone):

Description of items:

Check all that apply below:

Equipment located at Ground Level? <small>(If 'No', please explain below in 'Notes' Section)</small>	Yes	No
Equipment palletized?	Yes	No
Loading Dock or Forklift Available?	Yes	No
COI Required?	Yes	No

Notes:

Internal Use Only:

Rep _____
 PO _____
 Exp Date _____

Contractor: _____
 BOL: _____
 Date of Arrival _____