



# Deluxing Checklist

Deluxing Checklist for BOL # \_\_\_\_\_

### SIGN OFF FROM CARRIER:

Good  List exceptions: \_\_\_\_\_

If applicable, were the feet or legs attached to the furniture Yes  No

### VISUAL INSPECTION OF PACKAGING:

Packaging good, no external damage  If damage, piece # \_\_\_\_ of \_\_\_\_\_

Corners/edges crushed  Punctured  Has been opened  Wet packaging  Torn

Describe location (front, right, leg, drawer, etc.) and extent of damage: \_\_\_\_\_

\_\_\_\_\_

Condition of internal packing \_\_\_\_\_ Corner protection \_\_\_\_\_

Tray/end cap \_\_\_\_\_ Type of wrap \_\_\_\_\_ Condition \_\_\_\_\_

Photos of Packaging Uploaded  \_\_\_\_\_

### CONDITION OF PRODUCT:

Missing pieces  Piece # \_\_\_\_ of \_\_\_\_\_. Broken glass  Piece # \_\_\_\_ of \_\_\_\_\_. Bent parts  Piece # \_\_\_\_ of \_\_\_\_\_

Describe location (front, right, leg, drawer, etc.) and extent of damage \_\_\_\_\_

\_\_\_\_\_

Photos of Product Uploaded  \_\_\_\_\_



## Deluxing Checklist

### PRODUCT FINISH AND MATERIALS:

Ready for delivery Yes  No

Color inconsistent

Joints loose

Defect in finish

Paint/stain marks

Product decay

Finish damaged

Internal decay

Hardware loose

Veneer cracked/lifting

Wood split/broken

Molding Loose

misaligned drawers

Nails protruding

Fabric torn

Open seams

Leather torn

Poor alignment

Fabric soiled

Other

Describe location (front, right, leg, drawer, etc.) and extent of damage: \_\_\_\_\_

\_\_\_\_\_

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### DESCRIBE TOUCH UP BELOW:

Touched up by agent  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

Requires Furniture Technician repair  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

3<sup>rd</sup> party inspect not repairable  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

Piece not received  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

Estimated cost of repair \$ \_\_\_\_\_ Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

Repair complete  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

Final inspection  Notified Pilot \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*Upload photos to Clarity of product when deluxing is complete. (See Deluxing Photo Process)\*\*\*