



**YOUR  
OFFICE MOVE**

**COMMERCIAL  
RELOCATION**



# ON THE ROAD SINCE 1854





## Our Experience

Bishop's Move have been relocating businesses and people for over 160 years, and by providing a quality relocation service we have continued to be recommended and grow. Established in 1854 by JJ Bishop, formally a Norfolk farm labourer, Bishop's & Sons' Depositories have grown from a furniture haulage company based from a small yard in Pimlico operating with horse drawn carts to the UK's largest family owned removals and storage company.

With over 160 years experience and a sixth generation of the Bishop's family still working in the company today we pride ourselves on attention to detail. We are experienced in relocating commercial premises from the small office of 2-5 staff up to large corporate moves of 1000 staff in a weekend. Tailor-made services and traditional values are key, ensuring we are there for you taking care of every step of your move.

## Our Standards

With our network of UK branches and trusted accredited International partners we can ensure every relocation is carried out to the same impeccable standard, anywhere in the world. As a company we invest heavily in training, innovation and health and safety. Our service and quality levels are constantly monitored in line with ISO9001 Environmental Management Systems, BS:8522 Commercial Moving Services, RoSPA (Royal Society for the Prevention

of Accidents) and our founder membership of the British Association of Removers (BAR). You can rest assured that all of our staff are checked through the DBS (Disclosure and Barring Service). These standards and our quality control measures are in place to offer you peace of mind when using Bishop's Move.

## Our Services

Bishop's Move provide a fully supported service so we are able to assist and guide clients through projects with the knowledge and experience that ensure a cost and time efficient delivery. Aside from commercial relocation services we are also experts in employee relocation,

UK home removals, International removals and storage solutions. With specialist divisions and a nationwide branch network we can offer local contacts and an experienced team regardless of where you're based or where you are moving to.





## Our People

Good people are at the heart of everything that we do. Experienced staff ensures we deliver the highest levels of personal care, customer service and attention to detail. We have an in house trainer who continually reviews the training requirements for all of our staff to ensure we have the expertise to deal with any situation that might occur. Trust Bishop's Move to take care of all the crucial details and stay free to focus on your business. Let us manage your move and your people will be able to continue working with barely a change to their daily routine.

## Planning & Delivery

When we relocate your business we aim for zero disruption to your day. Project management, planning, implementation and aftercare are the backbone of the Bishop's Move Service. We have a solution to your relocation needs no matter how large, small, complex or specific.

Our relocation specialists will work with your team to think through, co-ordinate and handle every aspect from start to finish to ensure the relocation runs smoothly. It makes no difference how far you want to travel or what you need to take with you. We've moved everything from mission-critical IT equipment and operating theatres to confidential records and priceless antiques. With such a wealth of experience backed with a meticulous approach to detail, we have the foresight to identify potential snags and solve problems well before they become an issue.



## Our Commercial Services

Whatever the nature of your business or industry, be it office, warehouse, library or museum, regardless of the size or sector, our dedicated team of experts can help. Whether it's Corporate and employee relocation, office to office moves or storage services, all can be tailored into a bespoke solution.

### Move Management

No commercial relocation is ever the same, that's why we tailor-make our Move Management service. Comprehensive project management, experienced move coordination, skilled space planning and efficient administration all make sure your move runs as smoothly as planned.

### Furniture Re-configuration

To assist with your relocation we offer various furniture solutions to include: furniture configuration, furniture recycling and furniture delivery and installation.

We can dismantle, move and rebuild existing furniture as part of a client's relocation. Working closely with local charities we carry all appropriate carriers and brokers licences to transport redundant furniture.

### Space Planning Services

Achieving the maximum use and efficiency of your space is crucial to the success of your move and the future of your business. We can advise on this and make sure you're compliant, as well as bring new ways of working to the environment.

### Churn/Porterage/Crate Rental

Besides our packing and unpacking service, our crate rental and porterage service uses clean, bespoke crates to help in moving smaller items safely and securely. After your move, they can even be used to help with storage of your items in-house.

We can provide crates, rollcages and cartons as required for any length of time and as part of the contract. All crates/cages are barcoded enabling us to complete secure trackable moves at no additional cost which also minimizes the likelihood of any lost crates as part of the contract.

### Specialist Lifting Equipment

Our Service Team have all the appropriate equipment and materials to enable them to carry out your relocation. We have a wide range of lifting equipment to move heavy items safely and easily. Our staff are trained in all manual handling techniques and are experienced in moving unusual items as part of their day-to-day activities.

### Schools/Universities/Hospitals

As experts in school, university and hospital relocation, we fully understand that your business needs to be able to function and be able to operate, even when there is a removal going on. Our expert team of commercial movers take the time to understand your set of needs and intentions, in order to supply continuity throughout the whole moving process and provide a service that offers the least disruption as possible.

### Waste Management Initiatives / CSR ( Corporate & Social Responsibilities)

If your relocation generates waste, or you require building clearance services whether it is IT equipment, office furniture, confidential files or paperwork, we'll always aim to remarket or reuse to minimise the impact on the environment. When we cannot pass on items, we dismantle them into component parts (i.e wood, metal & plastic) for recycling. Where possible we work towards achieving a zero percent for landfill. We also look to provide you with a statement of recycling breaking down the percentage of amounts sold and income received to off-set other costs, amounts rehoused ( charities and schools etc), amounts recycled and amounts to landfill if any.

### Storage Solutions:

We offer storage solutions in conjunction with any office relocation project to streamline any move as all our sites have modern, secure purpose built storage facilities. Short term or long term solutions help create space if you are completing a re-stack or if you are simply looking to consolidate deliveries of new items to site from multiple contractors in order that this can be completed in just one delivery.

### IT Engineering Services

Your IT and communications systems are mission critical. Our specialist team can design and install new systems or reinstall your existing infrastructure enabling your organisation to successfully move all your IT equipment with minimum disruption to your business. Services include: IT cabling, IT decommission and recommission and Data Centre relocation





## Specialist moves

Our commitment to excellence is widely recognised in the healthcare sector. A hospital operating at full capacity 24 hours a day cannot afford even the slightest disturbance to its daily routine. Patients must be cared for, visitors want to come and go and staff need to be able to work unhindered. We have successfully relocated specialist clinics and complete hospitals, including fragile X-ray equipment, maternity wards and confidential patient records. All with no disruption to clinical care.

This thorough attention to detail has made us the UK's acknowledged experts on library relocation too. Our indexing and catalogue systems ensure quick and accurate re-shelving of collections, from priceless antiquarian books to millions of titles in libraries.

No matter where in the world you are relocating to, or what you need to take with you, we have the expertise, skills and resources to make it happen. We've moved freezers filled with scientific specimens, living trees across Europe, and exhibitions of rare artefacts for museums. Our dedicated IT relocation service can help you move and install the most complex of IT networks, including help desks and call centres. Your mission critical systems and infrastructure can be reinstalled by manufacturer approved designers and engineers, all with the backing and support of an industry leading IT service.

The Bishop's Move Business Relocation teams treat every relocation with the same respect - no matter how large or small. You can trust us to move your business as carefully as if it was our own.

BISHOP'S MOVE  
EDINBURGH

**THE MCMANUS, DUNDEE  
ART GALLERY AND  
MUSEUM REFURBISHMENT**



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