

Relocation — The Essentials

\$395 · Up to 4 total hours over 14 calendar days · Remote

For self-directed movers who want a plan and limited remote coordination.

What is included

- Brief intake and priorities
- Before/during/after personalized checklist
- Up to three targeted vendor research requests within available hours
- Limited scheduling assistance
- Closing summary

Expected deliverables

- Relocation checklist
- Vendor comparison notes where requested
- Final action summary

How the engagement works

Four hours total across fourteen calendar days beginning on the agreed start date, not four hours each week. Research, calls, planning, documentation and updates use this total.

Not included without separate agreement

No on-site visit, physical moving or packing. Vendors and purchases paid by client.

Standard terms

Package prices exclude travel time, mileage, parking, tolls, third-party purchases and vendor charges. When applicable, travel time is quoted individually and approved in advance; approved mileage is billed at the IRS standard business mileage rate in effect on the travel date. Additional approved service hours are \$85/hour. Routine requests are acknowledged within one business day during agreed service hours (not guaranteed completed within that time). Scheduled appointments require at least 24 hours' notice to cancel or reschedule; any applicable late-change charges must be agreed in writing. One reasonable consolidated revision round is included for defined project deliverables. AKOMA researches potential vendors using publicly available information and client requirements but does not guarantee independent contractors' work, availability, or results; clients make final selections and authorize spending.

Request a complimentary 20-minute discovery call: contact@akomaoffice.com