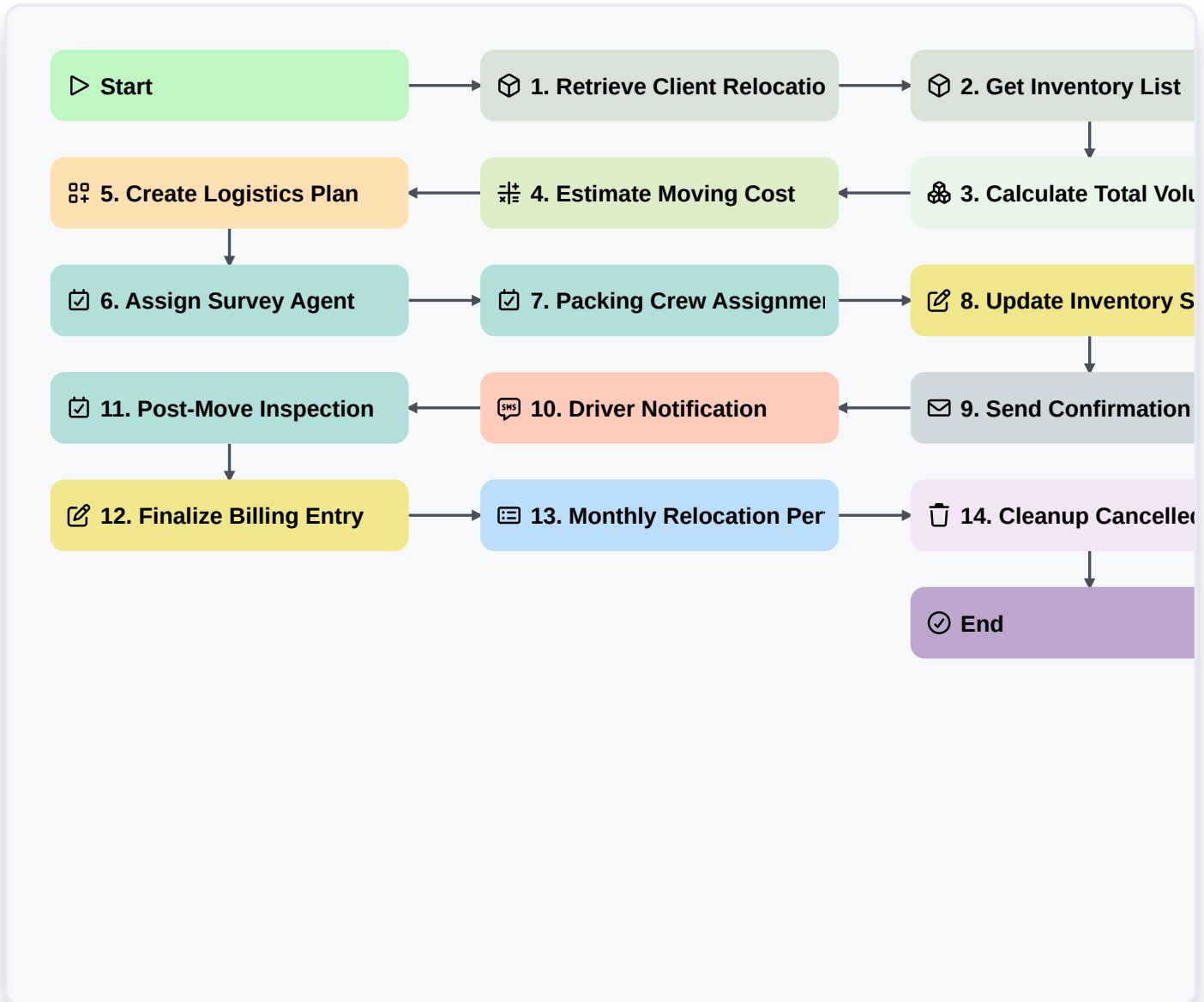


# Move Management And Relocation Workflow



## ▷ Start

Start of the Workflow/Process.

## 📦 1. Retrieve Client Relocation Profile

Fetch the primary relocation request details, including move date, origin, and destination addresses.

## 📦 2. Get Inventory List

Retrieve all items and furniture entries associated with the specific move ID.

## 📦 3. Calculate Total Volume/Weight

Sum the volume or weight of all items in the inventory to determine truck size requirements.

## 📦 4. Estimate Moving Cost

Calculate total cost based on distance, volume, and labor hours using a predefined formula.

## 📦 5. Create Logistics Plan

Generate a new entry in the Logistics Data Model containing the assigned vehicle and route.

## 📦 6. Assign Survey Agent

Create a task for a field agent to perform an in-person site inspection.



### **7. Packing Crew Assignment**

Create a task for the operations manager to assign a packing team for the move date.

### **8. Update Inventory Status**

Update the status of all items to 'Packed' once the packing task is verified.

### **9. Send Confirmation to Client**

Send a summary of the move date, time, and estimated cost to the client's email address.

### **10. Driver Notification**

Send an SMS alert to the driver with the pickup address and time window.

### **11. Post-Move Inspection**

Create a task for the team to verify that no items were damaged during transit.

### **12. Finalize Billing Entry**

Update the Move Order entry to 'Completed' and trigger the final invoice generation.

### **13. Monthly Relocation Performance Report**

Generate a report summarizing total moves, total revenue, and average customer satisfaction scores.

### **14. Cleanup Cancelled Leads**

Remove temporary inquiry entries from the system if a move request is cancelled before booking.

### **End**

End of the Workflow/Process.