BOOKING MADE EASY!

Here at Point to Point, we have made the process of booking jobs quick and easy. On average our bookings take less than 60 seconds to complete from start to finish. Our knowledgable and experienced staff are always willing to help at any stage of the booking process and are willing to advise you at the time of booking of the most efficient and cost-effective solution in response to your specific requirements.

This guide will take you through every step of our booking process and detail what details you the client will require in order to make a successful booking with Point to Point Couriers. Just try out our online booking guide now for an easier guided experience.

Ways to Book:

There are 3 ways to book with Point to Point:

- By telephone on our Booking Line 0208 960 2222
- By email admin@p2pcouriers.com
- Online <u>www.p2pcouriers.com</u>

By Telephone:

Our most popular method of booking is by telephone. Many of our clients prefer booking with one of trained booking clerks and get to experience the personal and bespoke service that Point to Point prides itself upon.

This method allows for clients to get clarification of services, vehicles required, costings or set specific requirements that many other carriers are unable to offer. Telephone booking has allowed us to build up long standing and prosperous relationships with many of our clients through a personal interaction and having a greater understanding of specific client requirements.

By Email:

Email bookings make it easy and quick for clients to request the service required with just the click of a button.

This user guide will run you through booking same day, overnight and international bookings.

Example Email Booking Template:

admin@p2pcouriers.com

Account Number: *****

Purchase Order: *****

Account Managers: Charlotte Baverstock & Ellie Moys

I would like to request a courier to collect a package by Motorcycle or Small Van (delete) from the following address on the **6**TH **November 2017 at 10.00am**

Address of collection:

Company

Street

Town

Post Code

Contact

To then deliver to the following address ASAP or Nextday by ??

Company

Street

Town

Post Code

Contact Details

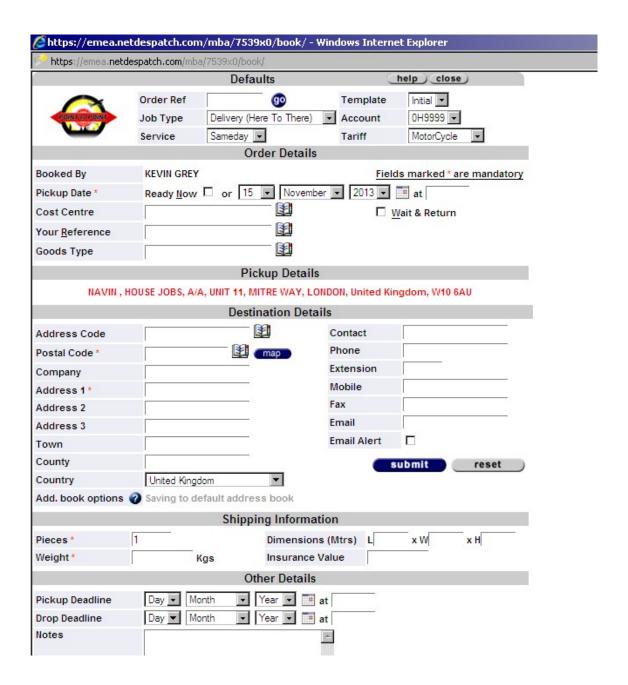
If you have any further concerns or queries, please do not hesitate to contact myself or any member of the team,

Kind regards,

Name

Contact Number

On Line Booking Form:



For a personal tuition please call 020 8960 2222 and speak to Ellie or Charlotte.