

1	As more companies establish their businesses globally,	11
2	they are faced with relocating businesspeople and their	22
3	dependents to locations all over the world. The transition	34
4	to a new location can be smooth if the move is coordinated	46
5	well. Careful planning and consultation by the relocation	58
6	manager with the employee being relocated and the mover may	70
7	save the company money, and the employee and dependents may	82
8	be spared unsettling situations and aggravation. Among the	94
9	questions to be discussed and resolved by the coordinator	106
10	and the employee are which personal possessions should be	118
11	shipped, which goods should be stored, and which relocation	130
12	company should be responsible for scheduling the move.	141
13	The relocation manager within the company usually is	152
14	acquainted with firms that specialize in offering excellent	164
15	services for moving employees and their possessions to the	176
16	new location. The manager will discuss the specific details	188
17	of the move with both the employee and the moving company.	200
18	The employee should feel free to ask pertinent questions	211
19	that relate to organizing for the move.	219
20	Once the date of the move has been set, the employee	230
21	should inventory which items will be packed and shipped by	242
22	the moving company and which items should not be packed.	253
23	When the moving company arrives, only the items that are	264
24	to be shipped should be in the house. While most firms will	276
25	pay the bulk of relocating expenses, employees should keep	288
26	careful records to justify any additional moving expenses.	300

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12