

Universal

- COMMERCIAL RELOCATION
- INFORMATION TECHNOLOGY
- DOCUMENT STORAGE



Setting the standard for office removals
Commercial Mover of the Year 2015, 2017 & 2019



WELCOME TO UNIVERSAL COMMERCIAL RELOCATION

Quite simply, Universal sets the standard for office removals.

Since 1978, Universal has been carrying out relocation projects for leading names in the public and private sectors. Our business is to move your business with maximum efficiency and minimal disruption. Our focus on personal service and total customer satisfaction sets us apart from our competitors, as we continually strive to provide an excellent and cost effective office move solution.

We are proud of our long established client base where over 80% of our office relocation work comes from repeat business - a reflection of the importance we place on developing a personal and positive working relationship with our clients. We

consistently maintain these excellent standards by employing the most advanced equipment, procedures and techniques, combined with an obsession for precise and detailed planning of all aspects of your relocation.

It is this blend of an innovative and cutting edge moving service with old-fashioned care and courtesy which is at the heart of Universal.

In addition to being a longstanding member of the British Association of Removers, and its specialist Commercial Moving Group, we are an ISO 9001 accredited company holding the British Standard 8522 in Commercial Removals.

• REMOVALS

Premier commercial relocation services, with a personal and tailored approach ensuring a seamless transition for your business.

• IT SERVICES

Specialist services covering all aspects of I.T infrastructure relocation.

• TRANSPORT

Universal have 40 years' experience in the transportation and handling of furniture and commercial equipment of all sizes and complexity.





RECORD MANAGEMENT

Our sister company, Information Storage Solutions specialises in records storage and destruction.

OFFICE FURNITURE & EQUIPMENT STORAGE

Office furniture and equipment storage held at our state of the art storage facility within our Headquarters employing the latest CCTV, intruder and fire detection systems.

ENVIRONMENTAL CLEARANCE

As an ISO 14001 accredited company, Universal can offer specialist environmental clearance services ensuring any disposal is approached in an environmentally friendly and sustainable way, in line with your Corporate Social Responsibility and Environmental Policies.

FURNITURE FITTING

Our fitting team are extremely experienced in the installation of the various systems furniture ranges popular in the office environment including Herman Miller, Steelcase and Haworth.



In today's complex business environment the security of company data and information is of paramount importance.

Businesses are under constant pressure to unlock valuable office space, which creates the need for cost effective, secure offsite storage, for all forms of company data. This is where **Information Storage Solutions** serves the commercial sector.

Information Storage Solutions is part of the Universal Group which has a tradition of working with City of London companies. Its experience is in company and personnel relocation whether it is within the "square mile" or literally worldwide.

As an extension of this core business we offer the same high levels of professional service and integrity in the storage and management of company data.

CLIENT LIST - *The Company We Keep*

FINANCE, INSURANCE & LEGAL

- Baker & McKenzie LLP
- GFT Financial Ltd
- International Financial Data Services
- Kingston Smith
- Linklaters Business Services
- McDermott Will & Emery
- Mitsubishi Trust
- Mizuho Bank
- Pinsent Masons
- SMBC Nikko Capital Markets

EDUCATION, LIBRARIES & ARCHIVES

- Brooklands College
- City University
- English Heritage
- Goodenough College
- Historic England
- London Metropolitan Archives
- Online Transport Archives
- Richmond Upon Thames College
- St Helen's School
- Tate Modern
- Toynbee Hall
- The National Archives

PROPERTY, DESIGN & LOGISTICS

- A2 Dominion
- Bouygues E&S FM
- Capital & Regional Property
- Croudace Properties Ltd
- Delcon Construction Ltd
- Gardiner & Theobald LLP
- Nippon Express (UK) Ltd
- Wincanton

GOVERNMENT

- Foreign & Commonwealth Office
- Government Hospitality Fund
- House of Commons
- London Borough of Brent
- London Borough of Enfield
- London Borough of Hackney
- London Underground Ltd
- Surface Transport Corporation
- Transport for London

MEDIA, PUBLISHING & ADVERTISING

- Adam & Eve DDB
- Beattie McGuinness Bungay
- Ian Allen Publishing
- Little, Brown Book Group
- Sky plc
- Sony Music Entertainment UK Ltd
- Universal Music Publishing

MEDICAL

- Bethlem Royal Hospital
- Haven Health Properties
- Institute of Ophthalmology
- Moorfields Eye Hospital
- NHS Direct
- Reed Elsevier

RETAIL

- The Body Shop
- Busaba Eathai
- Cartier
- Cineworld
- Homebase
- Robert Bosch Ltd
- Tata Global Beverages GB Ltd
- uSwitch
- William Grant & Sons Ltd



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OCCUPATIONAL
HEALTH AND SAFETY
MANAGEMENT SYSTEMS
ISO 45001



ENVIRONMENTAL
MANAGEMENT
SYSTEMS
ISO 14001



QUALITY
MANAGEMENT
SYSTEMS
ISO 9001



COMMERCIAL MOVING
BS 8522



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