

Crane Rental Quote Checklist

Collect facts for a useful call. Mark missing details "unknown" and ask what the provider needs.

START HERE: Location + what needs lifting + preferred date.

You do not need to choose a crane or finish every box before calling.

1 PROJECT & LOCATION

Job / company / your name

Street address, city & ZIP

Site contact & project role

3 SCHEDULE & DEPENDENCIES

Preferred date / time window

☐ Flexible date

☐ Fixed window

Delivery / crew ready - confirmed or pending?

Who coordinates final scheduling?

5 WRITE DOWN WHO SUPPLIES EACH PART

Part of the job	Provider / contractor	Included or to confirm?
Crane & operator arrangement		
Rigging & supporting personnel		
Delivery / removal / installation / disposal		
Site permissions / traffic arrangements		

6 QUOTE & BOOKING FOLLOW-UP

☐ Written scope & terms received

☐ Minimum / travel / extras clarified

☐ Provider confirmed booking

Outstanding questions / next action / who follows up

Guide: CraneRentalOcala.com/resources/crane-rental-quote-checklist/

Buyer documentation only. Completing this sheet does not book equipment.

Free to print and share with attribution.

2 LOAD & REQUESTED WORK

Item(s), model / quantity

Move from / move to

Documented weight & source, or "unknown"

List multiple items separately. Keep manufacturer or supplier documents and available drawings together.

4 ACCESS & PROVIDER REVIEW

Gate / site hours / permission contact

Known site features / restrictions to discuss

Existing site records / drawings available

Ask what assessment is needed. This sheet does not approve access, ground conditions or crane setup.