

Moving CHECKLIST



o 2 Months before the move:

- Get estimates from moving companies and/or storage units.
- Print your floor plan and review furniture placement.
- Make a list of people who will need your new address.
- Donate, sell or throw away unnecessary items.
- Inventory your valuables for insurance purposes.

o 6 weeks before the move:

- If you're packing yourself, collect boxes and other necessary supplies.
- Start packing items you don't use often (clearly label each box with its contents and destination room).
- Set an official moving date.
- Settle on a moving company and make your reservations.
- Make any necessary travel arrangements (don't forget your pets).
- If you have children, have their records transferred to their new school or daycare.
- Obtain your medical records to give to future medical providers.
- Organize and host a yard sale.
- Contact an insurance consultant to research insurance carriers and tailor a policy for your new home.

o 1 month before the move:

- Check with your loan officer to make sure you've submitted everything needed for your loan application.
- File with the post office to have your mail forwarded to your new address.
- Call utility companies to cancel services at your current home and activate services at your new address on the appropriate dates.
- Pick up all dry cleaning.
- Pick up any prescriptions and have prescriptions transferred to a pharmacy near your new home.
- Properly dispose of cleaning solutions, flammable liquids and other items that can't be moved.
- Return all library books.
- Drop off anything you plan to donate.

o 1 week before the move:

- Call to confirm any travel arrangements.*
- Change your address with your creditors, magazine subscriptions, financial institutions and other companies and organizations as necessary.*
- Send friends and family your new address.*
- Finish packing and pack yourself a suitcase with a few days' worth of clothing, toiletries and any valuable belongings you prefer to keep with you.*
- Empty, defrost and clean out your refrigerator.*
- Drain your washing machine and hoses.*
- Arrange for childcare/pet care for moving day.*
- Confirm your reservation and prepare your payment and tip for the moving company.*
- If you have a new bank, move the contents of your safe-deposit box.*
- If you are driving to the new location, take your car to a garage for a tune-up.*

o Moving day:

- Monitor moving company workers as they pack/move your belongings.*
- Leave a note to the new residents and include your new address in case the post office doesn't forward your mail right away.*
- Scout out every room, cupboard and closet to make sure you don't leave anything behind.*
- Turn off lights, lock windows and close and lock doors before you leave.*