

# MOVING CHECKLIST

## 6 WEEKS TO GO

### ■ CREATE A BINDER

Gather important documents and information pertaining to your move:

- Moving company estimates or contracts
- Purchase Agreement for your new home
- A list of items that could get lost or damaged during the move

### ■ CREATE AN INVENTORY

Focus on your important/valuable items when making this list. If possible, take pictures of these items as well. This is a safeguard in case anything gets damaged or lost during the move.

## 4 WEEKS TO GO

- Gather moving supplies – instead of buying new boxes, get them from friends who have recently moved or stores that discard them.
- Nail down movers or reserve a rental truck and any additional equipment.
- File a Change of Address form with the post office.
- Go through items and put aside things to be sold or donated. Have a garage sale.
- Contact new schools for enrollment information and notify your child's school of your upcoming move.

- Request time off at work.
- Notify creditors of your new address.
- Research dentists and doctors in the area.
- Arrange for utility services to be turned on/off at your new/old home.

- Phone service
- Cable
- Internet
- Electric
- Gas
- Water
- Trash

## 3 WEEKS TO GO

- Sketch out a general floor plan of your new home to determine the placement of furnishings. Have it available for movers or helpers on moving day.
- Make arrangements with your bank including moving your safe deposit box if applicable

- Check your home insurance to see if moving is covered.
- Purchase or transfer your insurance to cover your new home.
- Think about how you will move pets and plants.

## 2 WEEKS TO GO

- Finalize plans for larger items (piano, swing set, trampoline, etc.)
- Start packing. Label each box as you fill it and indicate which room in your new home it belongs

- Arrange a locksmith for closing day if you plan on changing the locks on your new home.
- Hire a babysitter/pet sitter if applicable.

## 1 WEEK TO GO

- Finish packing boxes.
- Set aside personal items/valuables that will travel with you.

- Drain the fuel from equipment such as lawn mowers and snow blowers.

## THE DAY BEFORE

- Make sure everything is packed.
- Have important papers related to the move ready.
- Clean refrigerator and oven.

- Set aside an "open first" box packed with the items you'll need right away. (Towels, paper plates, cleaning supplies, etc.)

## MOVING DAY!

- Walk through your old home to ensure nothing has been overlooked.
- Turn off all switches, lock windows and doors.

- If you cannot be there, arrange for a trusted friend/relative to be at the home when the movers arrive.