Moving Checklist  Your Guide to a Successful Move!

2-3 Months before Moving
___ Contact moving companies for estimates

4 Weeks before Moving
___ Decide which items to discard or donate to charity
___ Call Doctors and Dentists for medical records, get copies of renewable prescriptions
___ Arrange transfer of school records
___ Check homeowner’s insurance for moving coverage
___ Transfer personal insurance records

3 Weeks before Moving
___ Plan to use food items before your move
___ Make provisions for items difficult to move, including pets and plants
___ Discard old paint cans, propane tanks and flammable items
___ Organize all extra items used to remodel home (tiles, wallpaper, paint)
___ Place all appliance and repair warrantees in a folder
___ Notify post office of change of address for each person in household
___ Notify all magazine subscriptions of address change

2 Weeks before Moving
___ Make travel and hotel reservations for your move
___ Decide which items you will pack and which items your mover will pack
___ Close or transfer all charge accounts
___ Return library books
___ Collect items you have loaned to other people
___ Pick up items in storage, the dry cleaners and lay-away items
___ Arrange to discontinue utilities and delivery services
___ Arrange for utilities services for your new home
___ Dispose of all flammable items so as not to ruin your move
___ Cancel Cable TV service
___ Contact Cleaning Service for estimates to help with final cleaning

1 Week before Moving
___ Transfer bank accounts
___ Reconfirm travel reservations
___ Set aside items you will take in your car: maps, flashlight, medicine, important papers
___ Arrange for phone service at your new home
___ Start packing suitcases
___ Drain gas from lawn mowers, snow blowers and power equipment.
___ Drain garden hoses
___ Have certified check or money order ready for moving company
___ Contact and say final good-byes to your neighbors and friends

1 Day before Moving
___ Put cleaning supplies, toiletries, coffee pot in box to be loaded last, unloaded first
___ Finish packing all suit cases
___ Broom sweep and clean all rooms in house
___ Clean out final items in refrigerator, give food to charities or neighbors

Moving Day!
___ Be available to answer any questions your mover may have on packing day
___ Confirm new delivery address and date with mover
___ Check every room to make sure everything is packed for your move
___ Make sure all windows, doors and garage doors are locked.
___ Give keys to new Owners or Closing Agent
___ Winterize and drain all water lines, shut off main water supply, if necessary

A carefully planned move is a successful move!
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