

## **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 warranties 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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