

# Moving Checklist

## 30 to 15 Days Before Moving

- Did you sell or give anything away you won't move? Did you plan a garage sale?
- Did you make a list of everything to be moved?
- Did you call several movers for estimates?
- Did you consider purchasing insurance on your movables?
- Did you estimate the packing cartons you will need and go ahead and purchase them?.
- Did you gather and store dental, medical, and pet's veterinary records? Did you ask for a professional referral for a new doctor, dentist, and veterinarian?
- Did you pick up a Change of Address Moving Kit from your local Post Office?
- Did you need to send out change-of-address cards?
- Did you contact children's school and have their transcripts forwarded to new school?
- Did you close any local charge accounts and arrange for their bills to be forwarded?
- Did you make all of your travel arrangements/plans?
- Did you ask your present employer to forward your W-2 and any other tax forms?
- For your tax purposes, remember to keep a record of all moving expenses and keep receipts of any items you donate to charity.
- Did you call for disconnection of utilities and re-connection at new location.
- If your car or any other possessions are not fully paid off, did you notify your bank or lending company if you are moving them out of state?
- Did you notify your pastor and inquire about a place of worship near your new home?

## 14 Days before Moving

- Start packing one room at a time. You need to label all boxes with what is inside and the room in your new house where they will go. You need to label furniture as to the room it should go to?
- Did you make sure you returned any items you've borrowed from the library and friends?
- Do not forget to call and collect items you have loaned out?
- Did you resign any memberships to clubs?
- Did you check any large appliances to see what you need to do before moving?
- If you are going to have a car towed, arrange for a tow bar?
- Did you make arrangements for the moving of you're important documents and fine jewelry?
- Did you visit your friends for a farewell visit?

## 7 Days before Moving

- Did you cancel your newspaper and any other home deliveries?
- Did you ask the bank to release safe deposit box and transfer account to new bank?
- Did you arrange for a sitter on your moving day?
- Do you have cash on your moving day? (Your movers will usually require cash)
- Did you drain gas from your lawn mover and dipose of any flammable items?
- The following items should not be packed: aerosol can, paint cans, bleach, alcohol, cleaning fluids, ammunition, perishable food, perfume, medicine, nail polish remover or anything else that could leak?
- Did you arrange to have your phone disconnected?
- Did you need to transfer your insurance so you will be covered at your new home?

## Day Before Moving

- Did you prepare a first aid kit for your trip?
- Did you pick up clothing and items sent out for repair and cleaning?
- Did you pack a suitcase you can live out of, if necessary, for the first three days in your new home?
- Did you need to empty and defrost refrigerator and freezer and let them air dry for a day? Deodorize large appliances with baking soda or coffee.
- Do you live on a busy thoroughfare, if yes, request police to place "No Parking" signs in front of your house so moving van won't disrupt traffic?
  
- Did you leave the keys to your old property with your real estate agent, landlord, or neighbor?
- Did you save your phone book for tying up any loose ends when you get to your new home?

## Moving Day

- Did you make a final check to guarantee appliances are ready to be moved?
- Did you give the driver written directions to new address?
- After van is packed and weighed, determine final moving bill. Make sure you have payment ready before van is unloaded at new address?
- Did you confirm your arrival date and time?
- Did you pack your vacuum last so you can reach it easily to clean new home?
- Did you give mover address & phone of place you can be reached enroute to new destination?
- Did you check every room, closets and attic a final time?
- Did you check locks on doors and windows?

## When you Arrive

- You will need to be on hand for unloading and to supervise your furniture placement and delivery of packed boxes.
- You will need to inventory everything and make notes of damaged or missing items.
- You will need to have the utility company check appliances for proper operation.
- You will need to check electrical wiring and fuses and water shut-off valves.
- You need to start newspaper and other home deliveries.
- You need to arrange for a safe deposit box.
- You need to revise your will if you've moved out of state in which it was drawn
- You Need to Relax! Organization has taken a lot of the worry out of moving.