

Moving Checklist

6 Weeks Before You Move

- Start a folder for moving records - estimates, inventory lists, purchase agreement for your new home, and receipts (can be used for tax credits and claims)
- Contact moving company for estimates (be sure to get references)
- Create an inventory of your important/valuable items. If possible, take pictures of these items. This is a safeguard in case anything gets damaged or lost during the move.
- If moving yourself, contact truck rental companies for estimates
- Take an inventory of your home and decide what things are going or staying
- Pick up packing supplies - boxes, colored tape, and markers
- Use up food you have stored so there is less to move
- Begin packing non-essential items

4 Weeks Before You Move

- Schedule the mover or reserve moving truck
- Ask friends and family to help on moving day
- Fill out change of address cards for post office. You can do this at the post office or online
- Cancel automated payment plans and local accounts, especially mortgage and HOA payments
- Ask insurance company to see if your items are covered during the move. Transfer policy to new home
- Label boxes by room and content
- Separate valuable items that you will move yourself. Label boxes "DO NOT MOVE"
- Properly dispose of items that cannot be moved - paints, cleaners, flammables, etc.
- Package things separately that you will need at your new home on move-in day. Label boxes with a bright red marker so you can spot them quickly.
- Create a moving day box. Include packing tape, scissors, small tool kit, Ziplock bags to hold screws as you're taking things down and dismantling furniture.

Tip: use different colored tape to determine where boxes will go (red - main level, blue - second level, yellow - basement, etc.)

Moving Checklist

3 Weeks Before You Move

- Contact new schools for enrollment information and notify your child's school of your upcoming move
- Request time off work
- Research doctors and dentists in the area
- Notify creditors of your new address
- 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
- Purchase or transfer your insurance to cover your new home
- Arrange locksmith for closing day if you plan on changing the locks on your new home

Moving Day

- Do a final walk-through to make sure nothing is left behind
- Take movers/helpers through the home to inform them of what you would like done

*It is a good idea to schedule utilities to be turned on at your new residence at least one day prior to your move-in date. Schedule your turn-off date at your old residence for one day after the move to allow for emergencies or issues that may arise.

1 Week Before You Move

- Use up perishable food
- Make arrangements for small children or pets for moving day (including closing appointment)
- If you are using a mover, confirm date and time for packing/moving
- If you're moving yourself, confirm moving truck
- Double check your friends and family are still able to help you move
- Pack your personal moving day items
- Drain fuel from equipment such as lawn mowers and snow blowers

2-3 Days Before You Move

- Notify utility companies*
- Confirm payment for movers and make sure you have enough cash on hand
- Make schedule for the day of the move
- Plan when/how to pick up the truck if moving yourself
- Set aside boxes you will be moving yourself