



**HIVE
BOXX**
MOVING MADE EASY

MOVING TIPS & CHECKLIST

MOVING TIPS

01

LABEL BOXES

Staying organized is a cinch utilizing the custom HiveBoxx label. These carefully crafted labels make the unpacking process easy.

Contents

<input type="checkbox"/> Kitchen	<input type="checkbox"/> Master Bedroom	<input type="checkbox"/> Laundry Room
<input type="checkbox"/> Dining Room	<input type="checkbox"/> Master Bathroom	<input type="checkbox"/> Garage
<input type="checkbox"/> Living Room	<input type="checkbox"/> Bedroom ____	<input type="checkbox"/> Basement
<input type="checkbox"/> Office	<input type="checkbox"/> Bathroom ____	<input type="checkbox"/> _____

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02

PACK A “FIRST NIGHT” BOX

Also known as Hive Essentials! These are the items you use on the last few days in your old house and the first few days in your new one. Load it on the truck last so that it can be the first box off. Keep in mind you should always carry valuables, jewelry, and important paperwork with you.



basic tools



bed linens



trash bags



paper towels



toilet paper



towels



phone



flashlight



light bulbs



medicine



toys for kids



toys for pets



cleaning supplies



nonperishable snacks



biodegradable cups & plates



change of clothes

03

HIVEBOXX ESSENTIAL KITS

Avoid another trip to the store before/after your move. HiveBoxx Essential Kits provide you with our favorite home products and include a keepsake HiveBoxx container. HiveBoxx has you covered from Day 1.

Check out all the kits at hiveboxx.com/products/bathroom-essentials



04

FURNITURE HARDWARE

When disassembling furniture, put hardware in a plastic bag and affix it to the corresponding piece (however, do not apply tape or any adhesives directly to polished or painted wood surfaces).

05

PACKING ROOMS

Pack one room at a time. Avoid mixing things from different rooms in the same box, it makes unpacking more time consuming.

06

AREA RUGS

Have area rugs professionally cleaned before your move. They will return from the cleaners rolled, wrapped, and ready for packing.

07

HEAVY ITEMS

Always pack heavier items on the bottom and fill remaining room in the box with filler or lighter items. A good rule of thumb is that if you can't pick up a box with ease, it's too heavy.

08

SMALL ITEMS

Wrap small items that can be easily lost in brightly colored tissue paper before placing them in boxes.



MOVING CHECKLIST

2 MONTHS BEFORE MOVE

- ☐ Contact moving companies for estimates. If you are using professional movers, let them pack the fragile items, since companies are usually liable only for things they pack themselves.
- ☐ Contact truck rental companies for estimates. If you are moving yourself, try to gauge the amount of items you have to determine size of truck needed to move.
- ☐ Purge before packing: Eliminate clutter and get rid of unnecessary items. Consider having a yard sale, donating to charity, or offloading the items online.
- ☐ Create a budget for your move: Figure out the cost of moving supplies, truck rental and size of truck needed as well as any new items for your home. All this can be completed on our website hiveboxx.com/pricing.
- ☐ Create a moving binder to hold all of your moving-related paperwork or use the [HiveBoxx Welcome Guide](#) provided with your order.

6 WEEKS BEFORE MOVE

- ☐ Schedule and reserve your moving boxes and supplies at hiveboxx.com/products/residential as well as the moving company/truck rental you decided to go with. Need an extra set of hands to assist you in your move? Text us at [888-615-BOXX](tel:888-615-BOXX) for additional options on moving help.
- ☐ Start arranging to transfer school records for your kids.

6 WEEKS BEFORE MOVE (CONTINUED)

- ☐ Don't forget to purchase your [Hive Essentials Kit](#). It's a perfect starter to jumpstart the essential items you'll need in the last couple days in your current home and first few days in your new home.
- ☐ Begin packing: If you begin packing slowly over the course of two months, you can avoid trying to pack everything at the last minute; which can be extremely time-consuming and can create undue stress. Do one room at a time over the weeks leading up to your move.
- ☐ Arrange to transfer banking, medical, dental, prescription and legal records for all family members. Use our custom link provided for [updater.com](#) in your order confirmation email. If you need it re-sent, just send us a text requesting it at [888-615-BOXX](#).
- ☐ Transfer your pets veterinary records and take pets for immunization if necessary.
- ☐ Contact health clubs, organization, and groups to cancel or transfer memberships.
- ☐ Contact your insurance agent to see what changes you need to make to your new policy.

4 WEEKS BEFORE MOVE

- ☐ Schedule change of address and all utility services with our partners at [updater.com](#). Use our custom link provided for [updater.com](#) in your order confirmation email. If you need it re-sent, just send us a text requesting it at [888-615-BOXX](#).
- ☐ Purge before packing...Yes a [second](#) purge might be needed. Eliminate clutter and get rid of unnecessary items. Consider having a yard sale, donating to charity, or offloading the items online.
- ☐ Recycle and/or dispose of flammables, corrosives and poisons.

2 WEEKS BEFORE MOVE

- ☐ Confirm everything: Travel arrangements for kids, pets and parking for your moving truck or moving container. Obtain permits and reserve elevators if needed in your building.
- ☐ Find new homes for plants or items that cannot be moved.
- ☐ Plan meals for the last weeks to use up your perishable food supply.
- ☐ Inspect your house and make any final repairs: The last thing you want to worry about post-move is problems with your old home. Do a final inspection and walk-through of the entire place to make sure everything is in good condition.
- ☐ Gather pertinent info about your house into one place for the next home owner.

2 DAYS BEFORE MOVE

- ☐ Do laundry: No one wants to move dirty clothes from one place to another. Laundry just becomes an extra task for you after moving into your new home.
- ☐ Clean your old home: Now that nearly everything is packed and ready to go, you can get your home ready for the new residents.
- ☐ Disconnect and prepare major appliances for the move.
- ☐ Defrost refrigerator and freezer if those appliances are transferring to your new home.
- ☐ Drain power equipment of oil and gas.
- ☐ Finish adding the essential items to your Hive Essentials Kit to eliminate the frustration of digging through boxes when you're getting ready to go to bed your first night after moving.

MOVING DAY!

- ☐ Pick up your equipment: Go to the location where you've made your moving truck reservation. Arrive 15 minutes early. If you've hired a moving crew or extra set of hands, make sure everything is ready to go before they arrive.
- ☐ Supervise loading and unloading of belongings. Direct placement of items. Make sure your [Hive Essentials Kit](#) is last to be loaded, so it can be the first box unloaded.
- ☐ Check boxes and belongings. Write on the inventory record of any damaged items.
- ☐ Check every room and closet one last time to make sure nothing is left behind.
- ☐ Leave a note with your new address so that future residents can forward stray mail. We've made it easy; just use the address forwarding card included in your [HiveBoxx Welcome Guide!](#)
- ☐ Keep all receipts and documents in your moving binder or [HiveBoxx Welcome Guide](#) pertaining to the entire move.

Moving Made Easy,
HiveBoxx



MOVING COMPANIES

There are many decisions you'll make during a move, including the choice to either hire a professional moving company, do it all yourself or, the "hybrid" approach of hiring help for an extra set of hands to assist you in your move. The "hybrid" option provides the help desired and savings your wallet can enjoy.

Reach out to HiveBoxx at [888-615-BOXX](tel:888-615-BOXX) if this is an option you want to pursue as we are the "hybrid specialist."

If you're leaning toward professional movers, make sure to ask these important questions:

1. How long has the company been in business?
2. What are the average years of experience of their drivers, movers and packers?
3. Are they licensed with the states Department of Transportation?
If so, license number?
4. Are they licensed for interstate moves?
5. Do they offer storage?
6. Are their workers employees, or do they contract out?
7. Are their workers bonded?

To confirm a company's license, please visit www.wmcmovers.com.

You can also check complaint records and review sites like yelp.com.

MOVING COMPANIES CONTACT SHEET

Company Name		Contact Name	
Address			
Phone	Website		Email
References			
Date of In-home Estimate		Estimate / Quote	
Available Moving Dates		Scheduled Moving Date	
Notes			

Company Name		Contact Name	
Address			
Phone	Website		Email
References			
Date of In-home Estimate		Estimate / Quote	
Available Moving Dates		Scheduled Moving Date	
Notes			