



# MOVING CHECKLIST

It's a given that moving is stressful. However, if you cross off the items on the following checklist as you go, your advance planning may pay off with a welcome reduction in stress levels. Here's the moving checklist you'll need to prepare for your move:

## 8 Weeks Out

- **Get organized:** Set aside a folder where you can file all your move related paperwork. Keep a notebook for move related notes.
- **Start sorting:** Decide what to keep, discard or donate. Keep in mind the size of your new place.
- **Research moving companies:** Go online to check for moving companies with positive reviews. Ask friends and family if they have any references for moving companies.

## 7 Weeks Out

- **Get supplies:** Buy packing materials, boxes, tape, markers and bubble wrap.
- **Plan a garage sale:** This is a perfect time to lighten your load. In the process, you'll make a few bucks at the garage sale to spend on moving expenses.

## 6 Weeks Out

- **Notify schools:** If you have kids, tell the staff at their schools of the impending move. Get copies of their school records and check into the enrollment process at the schools near your new residence.
- **Medical records:** Check with your doctor to get copies of your family's medical records.

## 5 Weeks Out

- **Book a moving company:** Use your research to select a company that you have confidence in.

## 4 Weeks Out

- **Start packing non-essentials:** Begin boxing up the things you won't need right away. Make sure to label the boxes.
- **Notify utilities:** Start the process of notifying utility service of the change in residence.
- **Notify your landlord:** If you're moving from a rental, let your landlord know. Find out when you can have your security deposit returned.

## 3 Weeks Out

- **Strategize your food situation:** Plan to use up all the food in the house. It's less you'll have to worry about when moving day comes.
- **Pets and plants:** Make arrangements to get your animals and plants to your new home.
- **Change your address:** Complete a change of address form on the USPS website. Notify banks and credit cards of your new address.
- **Transfer insurance:** If your current home is covered, check with your agent to transfer the policy to your new home.
- **Take care of your car:** Have your car serviced, especially if you're embarking on a long-distance move. Check with your car insurance company about transferring your policy.

## 2 Weeks Out

- **Pack with a vengeance:** Now's the time to start boxing up most everything left in your home. Be sure to label everything to ensure a smooth transition at your new place.

- **Coordinate your valuables:** If you have jewelry, heirlooms or other valuable items, sequester them from the main move. Keep them in a safe place so you can transport them yourself.
- **Make a clean move:** Make arrangements, if necessary to have the new place cleaned before you arrive.
- **At your disposal:** Properly dispose of any items that can't be moved such as cleaning materials, propane, or paint.

## 1 Week Out

- **Confirm and confirm again:** Check in with your mover to confirm the time and date of the move.
- **Pack an essential kit:** Prepare a suitcase with items you will need right away at your new place. Take it with you. Don't load it on the truck.

## 1 Day Before

- **Keep important documents handy:** Make sure to have any documents related to the move at the ready.
- **Defrost and clear:** Clean out your empty fridge and freezer. Check your cupboards and pantry for any open food items.

## Moving Day

- **Work with your movers:** Help your movers by identifying fragile or large items. Be there when your items are loaded onto the truck. You'll be responsible for verifying that they loaded everything, so it's vital that you're there to answer questions. Sign the bill of lading when you're satisfied that everything is accounted for.
- **One final sweep:** Before the movers pull away, do a final check of your home to make sure nothing was left behind.