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Moving Checklist

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8 Weeks Before:

Move Date: _____

Big picture planning

- Sort through the contents of closets, drawers and cupboards to weed out what you don't want or need.
- Inventory everything of value you plan to move and determine replacement values for insurance purposes.
- Obtain estimates from several moving companies. Confirm the moving company you Plan to hire is licensed and insured.
- Request time off work for moving day.

6 Weeks Before:

Gather the details

- Collect moving boxes and packing supplies. Start packing. Make sure to label boxes with different colors for each room. Mark boxes that are fragile.
- Take photos of all electronics before unplugging them. Put all hardware in labeled bags.
- Finalize real estate or rental needs.
- If moving out of town, make travel arrangements.
- Obtain medical records for each family member.

- Request copies of vet records, and obtain any necessary pet meds.
- Ask for recommendations for new doctor, dentist, and vet.
- Notify your children's school of the move. Contact new school for enrollment info.
- Obtain copies of school records, or have them sent to new school.
- Consult insurance agents to find out if changes to policies are necessary.

4 Weeks Before:

[Do a little each day](#)

- Alert utility companies to arrange disconnect services the day after you move.
- Shop around for cable, internet, and phone bundles. Schedule new service dates.
- If necessary, arrange for self storage in your new community.
- Hold a yard sale, or donate unwanted items to charity.
- Set up trash removal and recycling services, and cancel your current service.
- Clean outdoor furniture and grill before it's moved.

2 Weeks Before:

[Plan for the move day](#)

- Recycle or dispose of corrosives, flammables, and poisonous items.
- Fill all your prescriptions.
- Back up your computer.
- If possible, line up babysitter and find somewhere safe for your pets to stay during the move.
- Prepare two-weeks worth of meals, and use everything in the freezer.

- Clean out safe deposit box and gym locker.

1 Week Before:

Final touches for the big day

- Finish packing boxes.
- The night before moving, unplug the fridge and freezer to defrost.
- Complete change-of-address forms at the post office and update notices to:
 - all government offices
 - DMV for driver's license
 - auto insurance & health insurance
 - credit card companies
 - friends, relatives and alumni organizations
 - pharmacy
 - monthly subscriptions
 - creditors
 - banks
- Arrange payment or deposit for movers. Have cash on hand to tip movers.
- If possible, clean your new place before moving day.

Moving Day:

You can do this!

- Set alarm and get up early.
- Pack your first-night box.
- Drain water hose to washing machine and ice maker.
- As the truck is being loaded, conduct a final walkthrough for anything hidden on shelves or in closets.
- Make sure you are leaving your home/apartment clean.
- Lock windows, turn off lights, close doors, and take a final tour after the mover have finished to make certain nothing is left behind.

