

Moving Checklist

8–12 Weeks Before You Move:

- Establish your preferred moving dates.
- Take inventory of everything that needs to be moved
- Contact your local moves to schedule a free estimate.
- Get packing boxes and supplies for those items you plan on moving yourself.
- Make storage facility arrangements if needed
- Have a garage sale or donate goods you do not want to move. This will help you save costs on the move.

4-8 Weeks Before You Move:

- Make a list of everyone you need to notify of your move

Utilities

Electric
Gas
Water
Telephone
Sewer District
Trash
Cable/Satellite
Fuel (Oil/Propane)

Professional Services

Doctor(s)
Dentist
Accountant
Lawyer
Broker

Insurance Agency

Government Offices

Dept. of Motor Vehicles
Social Security Administration
State/Federal Tax Bureaus
City/County Tax Assessor
Veterans Administration

Personal Accounts

Pharmacy
Dry Cleaner
Lawn Service
Banks/Finance Companies
Credit Card Companies
Laundry Service

Auto Finance Company
Health Club

Publications

Newspapers
Magazines
Newsletters
Professional Journals

Personal

Friends
Relatives
Clients and associates

- Obtain change of address cards from your local post office or create a post card, letter, or make personal phone calls.
- Check with your school on transferring your children's school records.
- Research driver's license requirements for the state you are moving to.
- Contact your insurance agent to discuss your insurance needs for your new home.
- Select a new bank in your new city.
- Begin to organize your medical and dental records, ask for copies to take to your new location.

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3 Weeks Before You Move:

- Make a decision on whether you will pack your own cartons or if you'd like to utilize the moving company's packing service.
- Begin the packing process if you are doing it yourself.
- Compile all personal records.
- Change your address on credit cards, magazine subscriptions.
- If you have children, arrange for them to be at a babysitter during loading day.
- Arrange to have your utilities disconnected after your move-out day.
- Arrange to connect your utilities the day before your scheduled move-in day.

2 Weeks Before You Move:

- Plan to use all the food in your refrigerator and freezer.
- Clean your home and clear basement and attics.
- Cancel all current delivery services such as newspapers.
- Dispose of all flammables, cleaners, paints, aerosols, ammunition, etc.
- Transfer all current prescriptions to your new local pharmacy.
- Clear out your safety deposit box. Transfer bank accounts.
- Be sure that you have packed everything in advance.
- Drain the oil and gasoline from your lawn mower, and other power tools if they are to be moved.

One Week Before You Move:

- Confirm your travel arrangements for your family.
- Provide contact phone numbers for your moving company so that you are accessible during your move.
- Empty and clean your refrigerator and freezer, clean your stove, etc.
- Only use those household items that you'll need, such as sheets, towels, a few pans and dishes. Make sure everything else is ready to be moved.

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Moving Day:

- Review all paperwork with your moving company driver.
- Make sure your children and pets are not at home so that they do not get in the way of the movers.
- Make arrangements for meals and refreshments for your family.
- Be available to check off inventory of all items being moved.
- Pack your car with those items you have decided not to move in the moving van; computers, heirlooms, irreplaceable photographs, items you wouldn't want broken.
- Once the moving van is loaded, double check that nothing was left behind in closets, basement, attic, cabinets, drawers, etc.