



PLANNING YOUR MOVE

A CHECKLIST FOR THE ORGANIZED MOVER



8 WEEKS OUT

- Get estimates from moving companies or truck rental companies
- Use up things that can't be moved like food



6 WEEKS OUT

- Meet with movers to discuss costs, insurance, packing, loading, and delivery
- Inventory your possessions
- Get copies of records from doctors, dentists, lawyers and accountants
- Make arrangements to transfer kids school records
- Fill out a change of address forms
- Change address on magazine subscriptions
- Speak to your accountant about tax deductible moving expenses



4 WEEKS OUT

- Get boxes and newspapers for packing
- If necessary, arrange for storage



3 WEEKS OUT

- Start packing things you don't use
- Arrange to transfer utilities and services from your old home to your new home
- Make travel and hotel reservations
- Get car license, registration and insurance in order



2 WEEKS OUT

- Arrange to transfer all of your bank accounts to your new branch locations
- Cancel any direct deposit on bank accounts you're closing
- Cancel delivery services



1 WEEK OUT

- Transfer all prescriptions to a pharmacy in your new location
- Don't forget about your pets - get all necessary prescriptions and veterinary records forwarded to a new office



2-3 DAYS OUT

- Defrost your refrigerator and freezer
- Get last minute packing done
- Arrange to have cash, a certified check ready to make any payments need for moving
- Set aside valuables and legal documents to go with you, not in the moving van
- Pack your first-day handy items to go with you
- Set up phone, cable and utilities for new home



MOVING DAY

- Do-it-yourself moving? Pick up the truck early
- Make a list of boxes loaded onto the truck
- Let the movers know where to reach you
- Check your old house to make sure you have turned off the water
- Make sure no appliances are left running
- Inspect the basement, attic and garage
- Lock up all doors and windows
- Make sure your on hand to answer questions and give directions to the movers



MOVE IN DAY

- Install new locks
- Ensure utilities are hooked up/transferred
- Be on hand to answer questions, pay the movers and examine your goods

FIRST DAY HANDY ITEMS

- | | |
|---|---|
| <input type="checkbox"/> Pet Food | <input type="checkbox"/> Soap |
| <input type="checkbox"/> Scissors | <input type="checkbox"/> Shelf Liner |
| <input type="checkbox"/> Tea Kettle | <input type="checkbox"/> Trash Bags |
| <input type="checkbox"/> Coffee Pot | <input type="checkbox"/> Toilet Paper |
| <input type="checkbox"/> Utility Knife | <input type="checkbox"/> Toiletries Kit |
| <input type="checkbox"/> Paper Plates | <input type="checkbox"/> Masking Tape |
| <input type="checkbox"/> Paper Towels | <input type="checkbox"/> Pencils & Paper |
| <input type="checkbox"/> Coffee, Tea, Soft Drinks | <input type="checkbox"/> Bath Towels/Bed Linens |