

# MOVING CHECKLIST

## 8 WEEKS BEFORE MOVING

- Create a "To Do" list of what you have accomplished and what you need to accomplish
- Obtain a floor plan of your new place and decide what you want to keep and what you want to dispose of
- Choose a mover or contact friends and family who can help you move
- Create a file for all moving papers and receipts
- Transfer or obtain your child's school records
- Book a space to store your belongings if necessary
- Make a list of people you need to notify of your change of address
- Make a list of packing supplies you will need
- Complete any home improvements you agreed to do for the new tenants of your home

## 6 WEEKS BEFORE MOVING

- Submit a change of address form to the post office (you can do this at usps.com for \$1)
- Start notifying friends, family, credit car companies, magazine subscriptions, etc. of your address change
- Clean out your closet and sell or donate items you will not be needing
- Notify schools and employers of your address change
- Start packing items you don't need on a regular basis

## 4 WEEKS BEFORE MOVING

- Contact utility companies and notify them of when to transfer your service
- Reserve a truck or trailer if you are moving yourself
- Start taking apart children's play areas or outdoor furniture
- Complete and IRS change of address form
- Get detailed directions to your new home and give them to your movers

## 2 WEEKS BEFORE MOVING

- Arrange a babysitter for you kids if necessary
- If you have pets, make their travel arrangements
- Return library books
- Get your car fully checked and serviced if you will be driving a long distance on your move
- Notify the DMV of your address change
- Try not to buy anymore groceries and eat the food you have in your home
- Call or transfer your current home owners or renters insurance
- Transfer prescriptions to a pharmacy closer to your new home
- Safely dispose of hazardous household items

## 1 WEEK BEFORE MOVING

- Pack a suitcase with items you will need the first night at your new place
- Empty any items that are motorized and filled with fuel
- Call your moving company to confirm all plans for moving day
- Take apart furniture
- Label boxes with the room they will be placed in to help the movers keep your items organized

## MOVING DAY

- Defrost your freezer
- Pack remaining items
- Make sure you've place items not going with the mover in a separate place
- Do a final check before the moving truck pulls away
- Check all paperwork before you sign the bill of lading
- Do any last minute cleaning
- Leave your new address for the new tenants so they can forward any of your mail they may receive

