
MOVING CHECKLIST

*Use this list to stay Organized and Stress **FREE** while you move into
Your new home and not forget a thing!!*



❖ 8 Weeks- before you move

✓ Check these off as you go!

- Set your move date
- Contact moving companies for estimates and information (book well in advance because it can be busy at key times of the year)
- Contact POD if you need a POD moving container
- Make a budget for moving expenses
- If your move is business related, ask your employer which moving expenses they will pay
- Begin taking an inventory of each room in your house, decide what to bring and what to sell, donate, or throw away
- If you are selling items, make arrangements (online, yard sale, etc.). Do this early on because you do not want to be boxing things up to ship to its new owner while you are boxing your own things to move to a new home. That's how things get accidentally sent to the wrong destination
- If you are donating items, deliver them or arrange for pick up. Don't forget to save your receipts for tax purposes
- Get packing materials like boxes, cartons, labels, packing tape or investigate packing services
- Begin packing as soon as possible
- Speak to your insurance agent in case you need to transfer or cancel your insurance coverage (medical, property, fire, auto) find a new insurance agent if necessary
- If you are moving to a foreign country, be sure your documents (passport, visa, inoculations) are up to date
- If you're moving to a new country, research financial and insurance options
- Book transportation to your home
- If your children will switch schools, research new schools and contact them for enrollment

❖ 4-6 Weeks Before Move

- Check with current utility companies (gas, electric, water) to either switch or cancel services as of the day you are moving. If cancelling, check for a deposit refund and find new utility companies
- Cancel or transfer telephone numbers and services (including mobiles), as well as cable and/or internet
- Cancel or transfer home services (landscaping, snow removal, etc.)
- If you are moving your pet, investigate pet relocation services
- Make plans for moving special items like a piano, grandfather clock, plants, etc.
- When packing, be sure to separate cleaning materials, tools, and garbage bags so they are handy on moving day
- Think about where you'd like your furniture to go in your new home (create a floor plan)



❖ 3 Weeks Before Move

- Collect everything you have loaned out, had repaired, stored or cleaned and return everything you have borrowed
- Make hotel reservations if you need them
- Gather your important documents (insurance, medical, finance, legal, school records, etc.)
- Get your automobile serviced
- If you need to ship your vehicle, find a transportation company
- If you are not taking your car with you but you are renting, then find a car rental agency at your new destination
- If you have newspaper or magazine subscriptions, notify them of your upcoming address change
- If you have a pet, check with veterinarian for pet record and Immunizations
- Have a farewell party

❖ 2 Weeks Before Move

- Find storage options for those items you cannot move immediately and may need to store temporarily
- Transfer or close bank accounts
- Make sure you have some insurance coverage from the day you move in to your new home
- If you drive, find out if you need to convert your driver's license or get a new one

- Make backup copies of important files on your computer before packing everything away
- As you pack, label boxes with helpful descriptions such as “Fragile”, “Load First”, “Load Last”, “Do Not Load”, etc.
- If you have any hazardous materials that you are not taking, dispose of it properly (batteries, computer equipment, paint, chemicals, etc.)
- If you are transporting a lawnmower or power tools, be safe and empty the oil and gasoline
- Find a cleaning service to do a final clean of your home
- Notify your friends and family of your new address and phone number(s)
- Alert health care providers of your change of address or find new health care services
- Consider moving your jewelry and other valuables (wills, stock certificates, etc.) to a safety deposit box or other secure location to prevent loss or theft during move
- Arrange to keep important items close to you during move (passports, documents, jewelry, collectables, photos, etc.)



❖ 1 Week Before Move

- Separate and label items you will take so that the movers don't transport them
- If you have children or pets, arrange for someone to look after them during the move
- Pack a suitcase with clothes and toiletries you'll need during the first few days in your new home
- Go to the post office to arrange for your post to be forwarded (there is usually a fee for this service)
- If you have any prescriptions, transfer them to a drugstore or pharmacy in your new town
- Alert your realtor, neighbors, and local police department that the house is empty
- Research your new neighborhood (city council, crime rates, parks and public places, transportation, shops, banks, leisure and cultural activities, nightlife, etc.)
- Make arrangements for payment to your moving and/or packing company, either in advance or on moving day
- Empty, defrost and clean your fridge and freezer

❖ MOVING DAY

- Caution the packers, movers and/or driver about fragile and precious items
- Oversee inventory as it is being loaded

- Read the Bill of Lading and inventory carefully before signing and keep them in a safe place
- Double check that the driver has the proper delivery address and schedule deliver date/time
- Give drive relevant phone numbers to contact you in case there is a problem or change
- Do a final check both inside and outside of the house (Do not leave your old house until AFTER the movers have gone)
- Turn off all lights, heating, air conditioning, and water
- Lock all the doors and windows & check security system

❖ After the Move

- Don't feel stressed to have everything organized immediately. Give yourself a few weeks to get settled
- Upon moving in, change all locks and get a security/alarm system
- Inspect the areas outside your home for any poisonous plants
- Once you are settled into your new home, have a housewarming party!

