

# Moving Checklist

## Two months before your move

- **Start a File:** Create a "moving" file to keep track of vendor quotes, receipts and other records associated with your move.
- **Create a Budget:** Moving can be expensive! Evaluate your resources and establish a realistic budget for making your move.
- **Request Estimates:** Contact reputable moving companies to provide an in-home estimate. If you're planning a DIY move, compare quotes from truck rental companies in your area.

## A month before the move

- **Get Some Help:** Select a moving company and reserve your moving date. Some moving companies will even help you pack!
- **Gear Up:** Order boxes and other supplies such as tape, bubble wrap, labels and permanent markers.
- **Sort & Purge:** It's a great time to get organized! Start sorting your closets, the garage and the attic.
- **Out With The Old:** Host a garage sale or donate your unwanted things to charity.
- **Update School Records:** If you have kids that are in school, arrange to transfer school records.
- **Change Your Address:** Pick up a change of address form from your local post office, or change your address online.
- **Put Out The Word:** Notify charge accounts, insurance companies, health-care providers and other organizations of your pending change of address.

## Two weeks before your move

- **Box It Up:** Begin boxing up your belongings, starting with items you won't need to use for a few weeks.
- **Label Your Life:** Make unpacking easier by labeling boxes with the room they belong in.
- **Disconnect:** Schedule disconnects for utilities such as gas, electric, water, and telephone service. Arrange any refunds that are due and schedule connections for your new residence.
- **Discontinue:** Cancel newspapers, Internet, cable TV, security, pest control, cleaning help, lawn maintenance and any other services you subscribe to.
- **Take a Day:** Notify your team that you'll be out of the office.

## The week of your move

- **Take Out The Laundry:** Empty dresser drawers, cabinets, and other storage spaces and ensure that all furniture is empty.
- **The Survival Kit:** Pack a suitcase with items you can't live without until you get moved in and unpacked.
- **Final Scrub:** Clean out the refrigerator, wipe down the sink and perform a final cleaning of your home.
- **Book a Sitter:** Arrange any moving-day needs for the kids and pets.
- **Double-check The Details:** Reconfirm the moving company's arrival time and other details.

## The day before your move

- **Emergency Cash:** Stash some cash, which may come in handy for a post-move pizza at the end of a long day!
- **Rest Up:** Be sure to get a good night's sleep!
- **Say Bye:** Don't forget to say goodbye to your neighbors!

## Moving Day!

- **Final Walk Through:** Do a final walk of your home, turn off the lights and thermostat and lock all the windows and outside doors.
- **Take Inventory:** Before the movers leave, be sure to take an inventory of all your belongings to ensure nothing is missing.