

# Moving Check List

## 8 Weeks Before Moving

- If you decide to go with a moving company check around to compare price, years of experience and reputation of the company before you make a choice.
- If you decide to rent a truck and do the move yourself, check around for the best price on rental trucks.
- Check into getting insurance to cover your belongings during the move and to insure anything you might have to put in storage.
- Research schools and childcare options in the area you are moving to.
- Do your research and check with the IRS to see if you will have any tax deductible moving expenses.
- Search the internet or check with the local Chamber of Commerce in the new city you are moving to in order to gather information that may be available for new residents.

## 7 Weeks Before Moving

- Create a file to keep all of your receipts, records and important papers safe during the move. Carry this file with you in the car when moving day comes.
- Choose a mover and set a date for your move.
- Start collecting your health records including records of shots and medications to take with you to give to your new health care providers.
- Make arrangements to have your child's school records transferred to their new school or daycare.
- Get copies of your pet's records from your veterinarian to give to your new vet when you move.
- If you belong to a health club or other organization check to see how you can go about terminating or transferring your membership.

## 6 Weeks Before Moving

- Make a trip to the post office to fill out a change of address form.
- If you will need to utilize a storage facility during your move, make the necessary arrangements.
- Take a trip to the DMV to update your driver's license and vehicle registration. Also notify your auto insurance company of the move as this may effect your rates.
- Let your doctor and dentist know about your move and ask for referrals. Make sure your insurance has the doctors being referred to you on their plan.
- Consider subscribing to the local paper in your new hometown.

## 5 Weeks Before Moving

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Reserve a room at a local hotel for the night prior to your move. It will be more convenient while your things are all packed up and you'll be sure to get a good night's sleep.

- Arrange for a place to park your moving van when you are loading and unloading. Check with local authorities, home owners associations and property managers to make sure you are complying with any rules or restrictions that may apply.

#### 4 Weeks Before Moving

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Call the utility companies to schedule disconnection at you old residence a day after you move out and connection at you new residence a day before you arrive. Don't forget to request a refund for any deposits you may have paid.

- Reserve your rental truck if you are going to move yourself.
- Let your creditors and personal contacts know about your change of address. Also fill out change of address forms for any magazine or periodical subscriptions you receive in the mail.
- Purchase boxes, plastic storage containers, packing materials, labels and other moving supplies that you will need for the move.
- Let your newspaper carrier know that you will be moving and cancel your subscription.

#### 3 Weeks Before Moving

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Things that can't be moved such as flammable items should be properly disposed of.

- Arrange for childcare and someone to watch your pets the day of the move.
- Begin packing starting with items you won't be using before the move. Find a convenient place to store packed boxes and containers until moving day.
- Get your kids involved in the move by letting them start packing up their room and their belongings.
- Return any library books and pick up any clothes at the cleaners that you have out.
- Determine if you are going to try to transport your plants or give them away. Remember, they can't be transported in the moving van with the rest of your belongings.

#### 2 Weeks Before Moving

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Take an honest look at all of your belongings and decide what you are taking with you and what things you can live without.

- Plan a garage sale for unwanted items or donate them to your favorite charity.
- Take your car in to be serviced and checked out to make sure that it is in good condition for the move.

- Collect any items you may have loaned out and return any borrowed items.
- Revisit your weekly checklist of things to do before the move and make sure everything is done.
- If you are moving from an apartment that has an elevator available, reserve it for the day of the move.

### 1 Week Before Moving

- Video tape your belongings and make an inventory list of everything to be moved so that if something is damaged or lost during the move you have a record when filing your claim.
- Double check dates and times with your movers to make sure everyone is on the same page.
- Before packing your computer, make back up copies of important files. It is best to take your computer with you in the car instead of sending it on the moving truck.
- Have friends over to use up excess food and beverages you may have on hand and donate any unused food items to your local food bank or homeless shelter.
- Drain any gasoline or oil from items that may be in your garage such as mowers and other yard care items. Also drain your gas grill or any items that use kerosene.
- Make sure that family and friends are aware of your new address and phone number.

### 1-2 Days Prior

- Make sure your refrigerator is clean and defrosted.
- Go to the bank to purchase traveler's checks, close your safety deposit box and close any accounts you have if you are going to be changing banks.
- Take your animals to the vet to update any immunizations and to get any medications needed for the trip. Your vet can give you medications to calm your pet as well as to help with motion sickness.
- Go through your cabinets and throw out anything that is out of date and make sure things are closed tightly to avoid any spills or leakage.
- Finish packing everything and label the boxes describing the contents as well as indicating which room they go in.

### Moving Day

- Make sure movers have the correct delivery address, directions and delivery date for your belongings.
- Supervise the move by making sure boxes are clearly labeled and that your directions are clearly understood by the movers.
- Make a note of the reading on your utility meter.
- Finish packing last minute items such as toiletries, bedding, clothes or kitchen items.
- Do a final walk through to verify that everything has been loaded and nothing has been left behind.
- Remember to load the things last into the truck that you will need to get to first when you arrive at your residence.

- Arrival Day&mdash;Welcome & Congratulations!!
- Check utilities to make sure they are turned on and working. Also check the pilot light on the stove, hot water heater and furnace.
- Check over the Bill of Lading before you sign it, making sure that none of your items are missing or damaged.
- Be available to answer any questions the movers may have and to supervise the unloading.
- Have cash, travelers checks or a certified check ready to pay your movers unless you have made other arrangements in advance.
- Ask your mailperson for any mail that they may be holding for you.
- Take time to draw out your floor plan and decide where you want to place large items such as appliances and furniture before the moving truck arrives.

#### After The Move

- Make a tax file with all of your moving receipts, documentation and Bill of Lading so that at tax time it will be all together for your accountant.
- Register to vote in your new city.
- Obtain a new driver&rsquo;s license and car tags if needed.
- Subscribe to your local paper.
- Check to see if there are any Welcome Services in your area.