



# Moving Checklist

Here is a checklist of items that may help in your moving preparations

## **30-60 days prior to moving day:**

- Get rid of anything you aren't bringing with you.
- Find out where to dispose of household chemicals like old paint.
- Make a list of everything you're bringing to your new home.
- Find out the replacement value of all belongings, for insurance purposes.
- Fill out a USPS change of address form. Notify friends, family and others of your new

### **address.**

- Fill out an IRS change of address form.
- Get copies of your medical and dental records, if necessary.
- Get copies of veterinary records, if necessary.
- If you're moving out of state, find out about auto licensing and insurance.
- If you're moving in-state, find out where and how to change your address on your

### **driver's license.**

- Notify your kids' schools and have their records transferred to their new schools.
- Return any cable equipment.
- Make hotel and airline reservations if you need them.

## **8 to 14 days before you move:**

- Return library books, videos or any other borrowed items.
- Collect all the items you may have loaned out.
- Make arrangements to disconnect gas, electric and other utilities.
- Make arrangements to connect utilities at your new home.
- Arrange to have major appliances, that are not staying, prepped for the move.

## **2 to 7 days before you move:**

- Get rid of all flammables.
- Figure out what you're bringing with you in the car or on the plane.
- Arrange for removal of "installed items" you're bringing with you, like a satellite dish or shelves.
- Pack a suitcase with the clothes and toiletries you'll need the first day in your new home.
- Pack a special box with other essentials you'll need for the first few days.

## **The day before the Moving Day:**

- Take down window treatments that are not staying.
- Empty, defrost and clean your refrigerator. Make sure it has at least 24 hours to air dry.
- Clean and air your stove.
- Plan your breakfast. Paper plates will help.
- Pack your personal belongings, except your alarm clock.
- Go to sleep early? You'll be glad you did on your moving day.

## **Moving Day:**

- Collect all keys to locking items. Put them in a safe place.
- Strip the beds, but leave them intact.
- Make sure you're at home when the movers arrive, so you can sign any paperwork.
- Walk around with the crew chief while he does the inventory.
- Make sure everything's been readied for the move.
- Make sure the driver has the correct delivery address and phone number.
- Confirm the expected delivery time with the driver.
- Before you leave, do a final walkthrough of every room. Check all closets and cabinets.