



MOVING CHECKLIST

8 Weeks Before the Move:

- ☐ Call for estimates from three moving companies.
- ☐ Call Chamber of Commerce in your new town for their residential information packet.

6 Weeks Before the Move:

- ☐ Inventory your possessions - furniture, kitchenware, decorative items, electronics, and apparel.
- ☐ Complete and mail US Postal Service change of address forms.
- ☐ If moving out of town, obtain copies of all medical, dental, accounting, legal, and veterinarian records.
- ☐ If children are changing schools, arrange for transfer of educational records.
- ☐ If moving out of town, make travel arrangements for moving day.
- ☐ Contact your tax advisor to discuss potential tax deductions and liabilities related to your move.
- ☐ If using professional movers, select the company and obtain itemized costs.

4 Weeks Before the Move :

- ☐ Clean drapes and carpeting as needed.
- ☐ Advertise a garage sale to dispose of unneeded possessions.
- ☐ If hiring a professional moving company, schedule for packing to take place 1-2 days before the move.
- ☐ Purchase adequate boxes, packing materials, and tape or request from professional movers.
- ☐ Arrange for short-term or long-term storage if needed.
- ☐ Make travel arrangements for pets, including necessary medical records, immunizations and medications.

3 Weeks Before the Move:

- ☐ Gather packing materials in a central location.
- ☐ Begin packing items you won't need immediately or that will go into storage.
- ☐ Contact utilities on both ends of the move to order termination or turn-on for occupancy date.
- ☐ Confirm travel arrangements for family and pets.

2 Weeks Before the Move:

- ☐ If you are moving vehicles out of town, prepare them for the trip.
- ☐ Check tires and have cars serviced.
- ☐ Terminate newspaper and other delivery services.
- ☐ If necessary, arrange and confirm new bank accounts and local services in your new neighborhood.
- ☐ Schedule an appliance service firm to prepare major appliances for transport on moving day.

1 Week Before the Move:

- ☐ Gather important papers, records, and valuables for protected shipment to new home or safe deposit box.
- ☐ Notify friends and neighbors of new address and phone number if possible.
- ☐ Arrange for young children to be cared for on moving day.
- ☐ Obtain any prescription medications needed for the next few weeks.

Week of the Move:

- ☐ Defrost refrigerator/freezer and give away all perishable food.
- ☐ Keep a box marked "Last Box Packed/First Box Unpacked" for tools, flashlights and first aid kit.
- ☐ Pack items to carry with you. Valuables, financial records, personal papers and inventory from the movers.
- ☐ Give the movers a telephone number and address to reach you.