

Getting Ready to Move? Here's a Helpful Checklist!

Take the stress out of moving by being organized! Give us a call if there's anything we can do.

4 WEEKS PRIOR TO MOVE:

- ☐ Set up a "move" file or folder
- ☐ Set up a "move" calendar.
- ☐ Have a garage sale.
- ☐ Collect financial, tax and employment documentation needed for your loan.
- ☐ Donate un-needed furniture to charity.
- ☐ Contact insurance company to transfer policies (life, auto, homeowners).
- ☐ Contact doctors, dentists for copies of medical records.
- ☐ Contact schools for copies of student records.

3 WEEKS PRIOR TO MOVE:

- ☐ Review tax deductions on moving expenses.
- ☐ Arrange cut-off date for utility companies (telephone, gas, electricity, water, garbage, cable television).
- ☐ Call friends and relatives to let them know you are moving.
- ☐ Request change of address kit from post office.
- ☐ Check out voter registration information for the new area.

2 WEEKS PRIOR TO MOVE:

- ☐ Transfer stocks, bonds, bank accounts and contents of safe deposit boxes.
- ☐ Prepare a list of clothing that will not be packed with household goods.
- ☐ Take time to check off previous listed items while you still have time!

1 WEEK PRIOR TO MOVE:

- ☐ Label items you will need to access easily and place them in a separate room or closet.
- ☐ Clean out your refrigerator and let it air out at least 24 hours before moving.
- ☐ Drain outdoor equipment: Water hoses, propane tank from BBQ grill, gas and oil from lawn mowers.
- ☐ Discard all aerosols, paint, oils, and other flammable or toxic chemicals.
- ☐ Schedule with utility companies to have utilities turned on at your new home.

MOVING OUT DAY:

- ☐ RELAX!!!
- ☐ Remember, items packed last will be unloaded first.
- ☐ Conduct a final review of the house, including attic, stairwells, closets, cupboards, storage, garage, and behind doors.

MOVING IN DAY:

- ☐ Have the house ready for delivery prior to the truck's arrival.
- ☐ Take a break, sit back, relax and ENJOY YOUR NEW HOME!!



