

MOVING CHECKLIST

6-8 WEEKS BEFORE CLOSING

- Remove unnecessary items from your attic, basement, storage shed, etc.
- Obtain a floor plan of your new residence and decide what household items to keep
- Solicit estimates from at least three moving companies
- Call your homeowner's insurance agent to find out to what degree your move is covered
- Create a file for documenting all moving papers and receipts
- Arrange to transfer your children's school records
- Evaluate your possessions inventory— can you donate anything? Do you need it?
- Locate healthcare professionals and hospitals of your new address
- Complete a change of address via the post office cards or an online service for the following: Banks, charge cards, doctors, magazines, post office, schools, religious organizations
- Clean your closets
- Hold a moving/garage sale or donate items to charity
- Select a mover
- Contact your mover to make arrangements and inquire about insurance coverage

4 WEEKS BEFORE CLOSING

- Gather auto licensing and registration documents, medical, dental and school records, birth certificates, wills, deeds, stocks and other financial documentation
- Contact gas, electric, oil, water, telephone, cable TV and trash services at your old and new addresses Do not disconnect your telephone service until the day after loading up
- Notify landscaper, pool service of move
- Contact insurance companies (auto, homeowner's, medical, and life) to arrange for coverage in your new home

3 WEEKS BEFORE CLOSING

- Make your travel plans
- Arrange to close current bank accounts and open new accounts in new locale
- Arrange for childcare on moving day

2 WEEKS BEFORE CLOSING

- Make travel arrangements for transporting pets and plants
- IF necessary, have your car serviced and ready for trip
- Contact your moving company to review specifics of your move
- Schedule a cleaning service for the day of the move
- Dispose of all items too dangerous to move, including flammable liquids

1 WEEK BEFORE CLOSING

- Transfer all bank accounts
- Cancel newspaper delivery
- Have prescriptions forwarded to pharmacy near your new address
- Finish packing and prepare an "essentials" box, filled with towels, toiletries, sheets, kitchen items, bottled water and snacks

2 DAYS BEFORE CLOSING

- Set aside valuable items to carry with you including jewelry, vital documents, money and valuable small items

MOVING DAY

- Walk through each room and check closets for items
- Turn off water and lights, lock doors and windows
- Be on hand to answer any questions the movers may have
- Complete documentation for movers and retain copies for your files
- Notify movers where you can be reached during the move