

moving checklist

3-4 WEEKS BEFORE YOUR MOVE

- ☐ Make an inventory of everything to be moved.
- ☐ Sort out and donate any unwanted clothing or furniture.
- ☐ Have a garage sale to get rid of items you no longer need.
- ☐ Start collecting moving supplies like boxes and newspaper for packing.
- ☐ Submit a change of address form to your post office.
- ☐ Choose your moving company and confirm arrangements.
- ☐ Research items that can't be moved by your moving company.
- ☐ Arrange for storage in your new community (if necessary).

2 WEEKS BEFORE YOUR MOVE

- ☐ Start packing up your home by boxing up items you rarely use.
- ☐ Have rugs and draperies cleaned and leave wrapped when returned.
- ☐ Obtain written appraisal of antique items to verify value.
- ☐ Book the moving elevator and confirm parking access for truck, if applicable.
- ☐ Contact your insurance company to transfer policies as needed.
- ☐ Prepare a list of people and companies to notify of your move.
- ☐ Arrange to be off work on moving day.
- ☐ Address minor home repairs before moving out (especially if you're moving from an apartment).

1 WEEK BEFORE YOUR MOVE

- ☐ Start actively packing the rest of your home room by room.
- ☐ Box up whatever you can. All boxes should be taped shut and stackable.
- ☐ Clean your home or arrange for a cleaning company to come in.
- ☐ Check furniture for dents and scratches.
- ☐ Label items you need to access easily.
- ☐ Clean out the refrigerator/plan to defrost and dry day before move.
- ☐ Drain equipment: water hoses, propane tank, gas/oil lawnmowers.
- ☐ Confirm travel arrangements for pets and family.
- ☐ Arrange for the cut-off/activation dates for your cable, gas, electricity, water, and garbage.
- ☐ Disassemble unused bedroom sets to save time.
- ☐ Bundle appliance manuals & warranties in one place for the new occupants.
- ☐ Take photos of electronics before unplugging for easy re-assembly.
- ☐ Pack a lock box with your jewelry, cash, and other valuables to take in your car.

MOVING DAY

- ☐ Clear a path out of the house.
- ☐ Determine which boxes and items should be loaded last, and let your movers know.
- ☐ Ensure loose items are packed in boxes.
- ☐ All boxes are labeled with their destination room in your new home on the top and sides of each box.
- ☐ No contents are in your appliances.
- ☐ All items are removed from the top of furniture, cupboards, etc.
- ☐ Linens are removed from beds.
- ☐ All rooms, closets, cabinets have been checked for misplaced/remaining items.
- ☐ Disassemble the remaining bedroom sets.
- ☐ Be at your new location to direct movers as to where items should be placed.

OVERNIGHT ESSENTIALS BOX

- ☐ Toilet Paper
- ☐ Phone Chargers
- ☐ Snacks/Coffee
- ☐ Scissors
- ☐ Garbage Bags
- ☐ Paper Towels
- ☐ Change of Clothes
- ☐ Dish Soap and Towel
- ☐ Pet Food and Dish
- ☐ Portable Tool Kit
- ☐ Minimal Cleaning Supplies
- ☐ Mug/Plate/Cutlery

BEFORE YOU LEAVE THE HOUSE

- ☐ Water shut off.
- ☐ Lights shut off.
- ☐ All windows closed and locked.
- ☐ Surrender house keys.
- ☐ Check one more time for any left-behind items.
- ☐ Choose your moving company and confirm arrangements.
- ☐ Turn down thermostat.

Congrats - you made it!
Time to relax!

