

# Moving Checklist



## Six Months Before Your Move:

- Print our moving checklist.
- Research potential moving companies to hire for your relocation.
- Create a short-list of moving companies based on their positive reviews.
- Get quotes from each remaining moving company and note them on your moving checklist.
- Meet with your preferred moving company and bring your moving checklist.
- Read all documentation thoroughly and make sure you understand it before signing anything.
- Verify your moving company's license and insurance before making a final commitment.

## Four Months Before Your Move:

- Take inventory of what you own and purge & note how/where you purged for future reference.
- Think about how to move large furniture and other difficult items. Add extra packing material to your moving checklist if needed.
- Create a budget spreadsheet in a secure file for ease of reference.
- If you have children research schools & daycare prior to relocation.

## Three Months Before Your Move:

- Schedule a walkthrough of your new space with your moving company. Again, bring your moving checklist with you for reference.
- If your new residence is local, begin taking rides through the area once or twice a month to familiarize yourself with notable landmarks.
- List out all your utility companies as part of your relocation checklist.
- Contact these companies to set up new service.

## Two Months Before Your Move:

- Stock up on moving materials if your moving company does not provide any.
- Note any unusually-shaped items on your moving list so you can plan appropriately.
- Ensure your parking permit is valid both for current and future moving residence.
- Note contact numbers for each residence on your moving checklist.
- Ensure all expensive or irreplaceable items are on your moving checklist.
- Make sure everyone involved is briefed/updated with the latest moving checklists.

## One Month Before Your Move:

- Designate a room or purchase a storage space for your packed boxes prior to moving day.
- Create brightly-colored labels that allow you to identify boxes by type or location at a glance, even before you read the label.
- Start packing anything that isn't essential.
- Photograph your furniture and expensive items and cross-reference after moving.
- Drain fluids from any machinery that you plan to move but that you don't intend to use for the next few weeks.
- Create a folder of box with warranty information and user manuals for your electronics and note on moving checklist.
- Request time off from your employer for the move. If you can schedule your move for a Friday, this gives you a long weekend to unpack.
- Fix any minor damage around your current home, especially if you are renting and need your security deposit back.
- Make sure that the vehicle you will be traveling in on moving day is properly serviced, especially if you are moving long distance.
- Start packing so that you have fewer items to pack as your moving day draws closer.
- Create a list of new local doctors for all your concerns prior to moving, and store with your moving checklist.
- Contact your existing doctors to get medical records.

## Two Weeks Before Your Move:

- Pack up all your pictures and wall hangings.
- Gather together your loose electronics and pack them up.
- Don't forget about power cords.
- Pack up all seasonal equipment and clothing.
- Contact the local postal service to forward your mail to new address.
- Update your address on all your mailing subscriptions.
- If moving long distance, look into hotels that might serve as a fallback spot should something prevent you from moving into your new location right away.
- If you have children arrange childcare on moving day.
- Fill any prescription medications.

## The Week of Your Move:

- Pack & keep an inventory of all fragile and expensive items carefully.
- Use clothing and towels to pad dishes and fragile objects when placing them in boxes.
- Collect passports, birth certificates, and other important documentation.
- Keep these items in a safe place during your move.
- Return any video rentals, library books, or other items that you don't own and that will accrue late charges if you don't get them back in time.
- Finish all your packing – make sure to label all your boxes as clearly as possible.
- Pack an overnight bag full of essentials if the move takes longer than expected.
- Create a moving playlist that you can use to keep yourself entertained on the day of the move.

## The Day of the Move:

- Communicate with your moving company as they arrive and make sure to highlight any items that they need to be extra careful with during the move.
- Relax and enjoy the move!