Moving Checklist

2 Months in Advance
- Contact and choose a moving or truck rental company. Get estimates and references from multiple companies — both for moving and storage (if you’re not moving into a new home right away).
- Create a floor plan of your new home for furniture placement. Sell or donate unneeded pieces.
- Make a home inventory.
- Begin to remove clutter — start with the basement, attic and garage.
- Start a file of moving paperwork and expenses. These costs can be taken as tax credits and deductions.

Get copies of records:
- Kids: School
- Family: Medical, dental, legal records
- Pets: Veterinary
- Gather/organize important personal, family, and financial records/documents.

6 Weeks in Advance
- Schedule moving date/reserve truck.
- Complete change of address with post office: www.usps.com/umove/
- Notify government offices of your move:
  - City/County Tax Assessor
  - State Vehicle Registration
  - Social Security Administration
  - State/Federal Tax Bureau
  - Get antiques or valuables appraised.
  - Order moving materials (if needed).
- Start to pack: seasonal clothing and other items not in immediate use.
- Clean out closets and drawers.
- Use up or give away food and supplies that cannot be moved.
- Hold a garage or moving sale.
- Give items away to charity.

4 Weeks in Advance
- Send new address to friends/family members.
- Schedule disconnection of services old property/connection of services at new one:
  - Utilities (electricity, water, gas, trash)
  - Telephone
  - Cable/Internet
- Cancel automatic bill pay set-up for any of the above services if you have it.
- Contact insurance companies to moving coverage and to transfer policies to new location/home.
- File change of address with:
  - Credit card companies
  - Subscriptions
  - Clubs
  - Associations

Kids: Investigate and identify favorite activities in new locations
- Sports teams
- Music lessons
- Recreational classes

Medical Care: Research new medical professionals for you and your family
- Doctor
- Dentist
- Veterinarians
- Make travel arrangements for pets and make copies of their medical/immunization records (if needed).
Moving Checklist (cont’d)

2–3 Weeks in Advance
- Dispose of items that can’t be moved (paints, cleaners, propane, flammables).
- Recycle electronics, plastics, metals, papers, etc.
- Transfer automobile registration and drivers’ license (if moving out of state).
- Let current professional support services know that you’re moving:
  - Accountant
  - Attorney
  - Doctor
  - Dentist
  - Financial Planner
  - Health Insurance Provider
  - Insurance Agent
  - Schools
  - Bank/Credit Union
  - Auto Finance company
  - Home care service providers (gardener, cleaning service)
- Create a folder of important information about your house for the next homeowner. Be sure to include your new address so that future residents can forward any mail.

1 Week in Advance
- If using a mover: Confirm dates and time of packing and moving.
- If moving yourself: Confirm moving truck.
- Find a new home for items that you’re not taking with you.
- Confirm travel arrangements.
- Pack a travel kit for you and your family members:
  - Financial items: credit cards, cash, etc.
  - Travel: Passports, birth certificates.
  - Children: Toys, medications, books, clothing, car seat.
  - Clothing/Personal Supplies: Items needed during the move period.
- Pay any final bills.
- Transfer safe deposit box contents to new branch.

1 Day in Advance
- Final packing.
- Defrost freezer.
- Drain water hoses.
- Disconnect and prepare major appliances for move.
- Set aside items to travel with.
- Pack a box of items that will be needed first in your new home. Be sure to mark it “First Box/Load Last” on the box.
- Confirm arrival of movers/truck.
- Confirm hotel or temporary accommodation if needed.

Moving Day
- Kids/Pets: Drop off kids/pets at pre-arranged care site.
- Confirm bill of lading and inventory before signing.
- Do a final clean of your old home.
- Be sure to have someone at old home during move-out.
- Make a floor plan of where all furniture is going.
- Be available to answer any questions.
- Check boxes and belongings. Note any missing items or damage.
- Supervise loading and unloading.
- Be prepared to pay the mover and have cash on hand to tip workers.
- Install new batteries in smoke/carbon monoxide detectors.
- Re-Key your locks.
- Register to vote.