

# MOVING CHECKLIST

We've made moving a little easier with a list of things to do before the big day arrives.

## Two Months Before Your Move

- Prepare a rough budget or estimate for the cost of your move so that you can determine if you will need financial assistance to take care of expenses such as house hunting trips, pet care, tolls and utility and housing deposits. Keep accurate records of all expenses. Most are tax deductible on federal income tax.
- Call movers for estimates and ask for references on their services that you can check. Some months are very busy, so you need to start early.
- Once you have chosen your mover, discuss costs, packing, timing and insurance.
- Make a list of your belongings. Sell or give away anything you don't want.

- Verify requirements for auto licensing.
- Notify insurance companies of your move. Transfer insurance on your house and possessions to insure coverage of your new home.
- Close charge accounts you won't be using in your new community.
- Ask for a transfer of your credit bureau files.
- Send change of address to your post office.
- Send change of address cards to friends, magazines and creditors.
- Notify your place of worship.
- Cancel local deliveries such as magazines and newspapers.
- Contact utilities for disconnection and possible refunds due to you.

## One Month

- Visit your bank or lending institution and advise them of your moving plans so they can offer recommendations on setting up accounts at new financial institution where you will be moving. This will be of immense help in transferring your accounts.
- Notify your doctor and dentist of your move in order to have records and prescriptions transferred. Ask them for referrals in your new community.
- If you have pets, arrange for their boarding during your pre-move and for shipping when you move. Contact your veterinarian for your pets' records, and try to have all their shots and treatments done before you move. Call your new county to determine specific requirements for that area.

## Two Weeks

- Empty your safe deposit box.
- Pack items of sentimental value and valuable papers that you are going to take care of yourself.
- Clean out refrigerator and cabinets. Fix meals that use up food you don't want to move.
- Have your car(s) serviced for the trip.
- Get a babysitter for when the movers are in your home.
- Plan a furniture layout for the movers, showing where things should be in your new home.

- Make hotel reservations if you will be traveling for more than one day or you have to wait for the movers to arrive.
- Pack anything that the movers aren't packing.
- If your home isn't sold, make maintenance and security arrangements with your real estate agent and also plan for a thorough cleaning of your house, including carpets and draperies.
- Check with local tax assessors to make sure your tax records are in order.
- If your home will be vacant for some time, arrange for snow removal and lawn care, and notify police.
- Take a local phone directory with you.
- Notify someone of your travel route and schedule.

## Final Days

- Plan a survival package in case you have to wait for the movers:  
Paper plates and plastic eating utensils, towels, soap, toilet paper, bedding, snacks, items to occupy children's time, new house keys.
- Pack clothes for the trip.
- Empty gasoline from lawn mower and discard any cleaning fluids that are flammable. The movers won't allow them to be packed.
- Label boxes that you will need right away.
- Get a cashier's check for the movers and travelers' checks for your trip and to cover any expenses until your new accounts are available.
- Defrost and dry your refrigerator and freezer.
- Have appliances and antennas disconnected.
- Give the movers your new telephone number or where they can reach you.

## On Moving Day

- Take pets to kennel so they won't be underfoot.
- Take small children to babysitter.
- Either you or someone else should be there when the movers arrive to direct them.
- Make a final inspection of your old home and make sure all doors and windows are locked and lights are out.
- Take valuable documents, jewelry and money with you.

## When You Arrive

- Arrange for someone to be at your new home when the moving van arrives.
- Direct the movers, but don't get in their way.
- Make sure all appliances are functioning properly.
- Inspect everything before you sign your moving receipt, and find out how many days you have to claim any possible damages.
- Make sure that electricity and gas are operating properly and that all utilities are turned on.

**Welcome To Your New Home!**

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