



MOVING DAY CHECKLIST

ONE MONTH BEFORE THE MOVE

- Make arrangements to hire a mover or rent a truck.
- Make babysitting and/or pet care arrangements for moving day.
- File a change of address form at the post office.
- Change address on all newspaper and magazine subscriptions.
- Arrange for the transfer of all medical, dental and school records.
- Transfer medical, property, fire and auto insurance.
- Organize all move-related documents in one place, such as a folder or binder.

TWO WEEKS BEFORE THE MOVE

- Cancel or transfer all utilities (water, gas, electric, telephone, TV/cable/satellite/Internet service).
- Check with your provider about cell phone service in your new location.
- Transfer prescriptions to a pharmacy near your new location.
- Transfer bank accounts.
- Collect or purchase all packing supplies; boxes, wrapping paper, bubble wrap, labels, markers, box cutters or scissors and packing tape.
- Pack up items in garage, attic and storage areas.
- Confirm arrangements with movers or truck rental place.

ONE WEEK BEFORE THE MOVE

- Begin packing boxes, labeling each as you fill it.
- Empty, defrost and clean refrigerator, freezer and stove.
- Return all rented movies, library books, video games, etc.
- Pick up anything outstanding such as dry cleaning, prescriptions, etc.

THE DAY BEFORE THE MOVE

- Do a final check of closets, cabinets and drawers.
- Make sure you have enough cash on hand for the move.
- Take out all trash.
- Fully charge all cell phones.
- Touch base with movers or truck rental place for a final confirmation of arrangements.

THE DAY OF THE MOVE

- Exchange contact information with the movers in case you need to get in touch with them while in route. Include your old/new address, cell phone number and directions to new location.
- Keep jewelry and other valuables with you, in a box that you move yourself.
- Prepare a box of supplies that you will need right away on move-in day, such as cleaning supplies, snacks & beverages, toilet, bath and bedding items, trash bags, disposable dishes, pet food, cell phone chargers, prescriptions, eyeglasses, changes of clothing, etc..
- Do a final check before locking the doors. Confirm that you have turned off the furnace/air conditioner, lawn sprinklers, and light switches. Have you turned over or left the keys and garage door openers?

SEND CHANGE OF ADDRESS TO:

- Post Office
- Bank
- Credit card companies
- Friends and relatives
- Insurance companies — Life, health, fire, auto
- Automobile — Transfer of car title registration, driver's license
- Utility companies — Gas, light, water, telephone, cable
- Arrange for any refunds or deposits
- Arrange for service in new location
- Home delivery — Laundry, newspaper, subscriptions
- School records
- Medical records
- Ask doctor and dentist for referrals
- Transfer needed prescriptions, x-rays, etc.
- Church, Clubs Civic Organizations
- Pets — licenses, vaccinations, tags, etc.

