



## ***Moving Checklist***

The stress of moving can be reduced by careful planning.

### **One Month Before:**

- Interview and choose a moving company (notify them of any special needs or heavy furniture).
- Confirm a moving date.
- Gather and keep all important papers in an easily accessible place (medical, bank, insurance & school records).
- Put together an important phone numbers list.
- Send out change of address cards to regular contacts (banks, credit cards, doctors, insurance, subscriptions, friends and family).
- Start collecting boxes of all sizes. It's better to have too many than not enough.
- Contact new school in the area if children will be transferring.
- Order checks with new address from bank.

### **Two Weeks Before**

- Fill out a mail forwarding card at local Post Office.
- Start packing: label all boxes with contents and room desired (also label fragile and open first items).
- Get rid of stuff you don't need - call for charitable donation and pick-ups as necessary, or just throw it out.
- Plan disconnect and connect service with all utilities. Try to have all connections in new home complete prior to move-in.
- Pay all current bills.
- Schedule baby sitter for young children on moving day.

### **Moving Day**

- Set aside items you don't want movers to move (special breakables, stereo, plants).
- Have children's special items loaded last so they will come off the truck first.
- Decide where the moving truck should park, prior to arrival.
- Make sure there is clear access to and from your house to the truck.
- Give moving crew a house orientation and any special instructions.
- Plan for snacks, easy meals and lots of drinks.
- Keep basic supplies together for use throughout the day at old and new homes:
  - Toiletries
  - First-aid kit
  - Aspirin
  - Medications
  - Box cutter or razor knife
  - Tape and dispenser
  - Scissors
  - Work gloves
  - Extension cords & batteries
  - Basic cleaning supplies & paper towels
  - Coffee maker & coffee
  - Disposable plates, cups & utensils
  - Plastic garbage bags
  - Light bulbs
  - Small tool box with basic supplies; screw driver, hammer, pliers, etc...
  - Pet supplies
  - Phone book
  - Towels & linens
- Make beds as soon as they are set in place. You'll be glad you did this at the end of the day.
- After the move - Relax and enjoy the fruits of your labor!!