

MOVING CHECKLIST

TIPS

FIRST STEPS

- File change of address
- Organize school records
- Forward medical records

FIND MOVERS

- Hire movers or reserve a truck
- If moving yourself, start recruiting friends, family, neighbors, and co-workers well in advance. Offer free breakfast, lunch, snacks, and drinks.

GET MOVING SUPPLIES

- Markers, moving boxes, newspapers, bubble wrap or other cushioning material, packing tape, scissors or utility knife, and garbage bags

START PACKING

- Sort belongings into things you are definitely taking, versus things that won't make the trip
- Donate items to charity, give them to friends, prepare them for a yard sale
- Drain fuel from your power mower and other machinery; discard partly used cans of oil, paint, thinner, bleach, or any other substances that may be flammable or combustible, or those stored in containers that may leak

ARRANGE FOR UTILITY TRANSFERS

- Notify current and future utility providers of your move date
- Cable/satellite television, cell phone service, electricity, gas, internet/broadband, local and/or long distance phone service, propane, recycling pick-up, sewer, security system, trash pick-up, water

MAKE MOVING DAY PREPARATIONS

- Make arrangements for child and/or pet sitting
- Refill prescriptions
- Pack your suitcases
- Unplug electronic appliances 24 hours in advance of a move, except plasma televisions, so that they will be at room temperature on moving day (this includes home computers, stereos, and audio/video equipment)

GET OLD AND NEW PLACES CLEANED

- Mop, pail, ammonia, wash cloths, sponges, paper towels, vacuum cleaner, broom, and dustpan

MOVING DAY PLAN

- Start early
- Take all garbage out of the house
- Make sure movers have your cell phone number and you have theirs, along with their names
- Perform final checks before leaving current home
- Turn off air conditioning, fans, and heat
- Turn off water, including hoses
- Turn off light switches
- Leave or turn in keys, garage door openers, etc.
- Make sure nothing is left in the refrigerator, freezer, stove, drawer under stove, in closets, bathroom, garage, attic, crawlway, or under porch

