THE ULTIMATE MOVING CHECKLIST

2 MONTHS BEFORE MOVING

- [ ] Create a Moving Binder. This can be a physical binder, or Google Drive folder! This is where you'll keep all your to-do lists, receipts, contracts and any other files you need for your move
- [ ] Decide on a moving budget
- [ ] Request time off for moving day
- [ ] Plan to get rid of items you don't need
  - [ ] Garage Sale
  - [ ] Donations
  - [ ] Trash
- [ ] Create a Room-By-Room inventory for insurance
- [ ] Research and choose schools and doctors
  - [ ] Request transcripts for your kids, get medical records for the whole family
- [ ] Get updated pet records, find out if you will need to license your pet in your new home
- [ ] Back Up Computers, Files and Photos
  - [ ] Organize and pack financial and legal records, and make sure you have copies in case anything happens to them

THE ULTIMATE MOVING CHECKLIST

6 WEEKS BEFORE MOVING

- ☐ Choose your moving company
  - ☐ Read all contracts before you sign them
  - ☐ Confirm your moving company's DOT number
- ☐ Tell important parties about your move
  - ☐ Request a change of address from the post office
  - ☐ Notify your children's current schools, your doctor and other service providers
  - ☐ Talk to your insurance company, and find out if you need to switch or change your policy
  - ☐ Notify utility companies, tv and internet providers that you will need to stop or change service.
  - ☐ Notify subscription services about your change of address
- ☐ Measure doorways, stairways, and elevators to make sure all your furniture will fit.
- ☐ Order packing supplies, or begin collecting free boxes from friends and local businesses
- ☐ Ask if there are requirements for moving from your landlord
  - ☐ Give them your new address for your safety deposit check
- ☐ Address any important home repairs
- ☐ Have vehicles serviced if you're moving long-distance
- ☐ Label your moving boxes, marking those for fragile items and numbering all the boxes
- ☐ Pack a little bit each day to make packing easier
  - ☐ Start with items you rarely use, such as seasonal decorations!
- ☐ Research your new community
- ☐ Spend time with family and friends, especially if you are moving far away

THE ULTIMATE MOVING CHECKLIST

1 MONTH BEFORE MOVING

- ☐ Reserve your moving date with your chosen moving company
- ☐ Make travel arrangements if flying or staying in a hotel before your move
- ☐ Pack important documents such as birth certificates and passports to keep with you during the move, so they are easy to get to if you need them!
- ☐ Plan out where furniture will be in your new home.
  - ☐ Measure furniture and room dimensions if possible, to create a layout
- ☐ Fill any prescriptions you need and make sure you'll have enough to last until you have a new doctor/pharmacy
- ☐ Transfer your bank and credit card accounts to your new address
- ☐ Set up tv and internet accounts for your new home
  - ☐ Schedule any required installations and a start date
- ☐ Confirm parking options for your moving truck – you may need a permit for moving day.
- ☐ Purchase moving insurance: this will protect your belongings en route!
- ☐ Start the process of enrolling your kids in their chosen school
- ☐ Make a moving day playlist!

THE ULTIMATE MOVING CHECKLIST

2 WEEKS BEFORE MOVING

- ☐ Confirm your move in day with your real estate agent
- ☐ Confirm moving day plans with your moving company
- ☐ Begin packing in earnest
  - ☐ Create a list of the items in each box, and keep it in your moving binder
- ☐ Return library books and anything you've borrowed from friends
- ☐ Collect anything you've loaned to friends, things in storage and anything you have in safety deposit boxes
- ☐ Discontinue regular services like newspaper delivery, trash pick-up and lawn service.
- ☐ Schedule servicing for any appliances that are moving with you
- ☐ Make a moving plan for large items, such as your swing set, trampoline and satellite TV antenna
  - ☐ If you have house plants, decide how they will be shipped
- ☐ Make a "Moving Day Bag"
  - ☐ Include snacks for the drive, clothes, medications, toiletries and any electronics you will need. These will go with you, not on the truck!
- ☐ Confirm the end date for utilities, phone and tv services at your current residence.
  - ☐ Confirm the start date for services in your new home!
- ☐ Cancel or transfer your gym membership
- ☐ Start using up food in your pantry and freezer.
  - ☐ Don't buy much at the store right now; you don't want to have to throw out food on moving day, or pay extra to move nonperishable foods.
- ☐ Arrange for child and pet care during your move to keep them safe and happy
- ☐ Have your mail forwarded
- ☐ Clean outdoor furniture and bring it inside, so it is clean for the move.
- ☐ Have a moving party! Celebrate with friends about this new chapter in your life!
- ☐ **Important:** DISPOSE of flammable items, bleach, cleaning fluids and aerosol cans. DO NOT pack these.
- ☐ **For Social Security Beneficiaries:** change your address for benefits within 10 days of moving by notifying the SSA, the department of Veterans Affairs and the IRS

THE ULTIMATE MOVING CHECKLIST

THE WEEK OF YOUR MOVE

- ☐ Use up all your frozen foods, or gift them to family and friends
  - ☐ Clean out your refrigerator. If moving the fridge, defrost and dry before moving day
  - ☐ Donate nonperishable foods that you can't take with you.
- ☐ Take out cash for tipping your moving crew
- ☐ Finish packing everything but the essentials to get you to moving day
- ☐ Confirm your travel plans
- ☐ Say goodbye to neighbors
- ☐ Begin cleaning empty rooms
  - ☐ Double check shelves and closets for any items you've missed
- ☐ Collect keys and garage door openers to give to your real estate agent for the new owners
- ☐ Check the weather for your moving day, and be prepared for rain or snow
- ☐ Take photos of your home for insurance purposes, just in case!
- ☐ Make sure your credit card company knows you are moving. Purchases in a new location can cause your card to be flagged or declined!
- ☐ Pack a suitcase to live out of for the last couple days before the move (and until you've unpacked the rest of your clothes in your new home)
- ☐ Schedule a final walkthrough of your home with the real estate agent
- ☐ Dispose of any debris you are leaving behind
- ☐ Pack outdoor items. Be sure to drain gasoline from any outdoor equipment!
- ☐ Make a "worst case scenario" plan in case your movers run late
- ☐ Pack supplies that you'll need immediately in a separate box to be unloaded first at your new home.
- ☐ Drain your outdoor hose, as well as the hoses for your washing machine and ice maker, if taking appliances with you.

THE ULTIMATE MOVING CHECKLIST

MOVING DAY

- ☐ Check all your boxes, make sure they are properly closed and labeled
- ☐ Double-check your home to make sure you didn't miss anything!
- ☐ Plan to be home when your movers arrive
  - ☐ Check the USDOT number on the side of your moving truck. It must match the number on the contract you signed! This will help you avoid moving scams.
- ☐ Protect your floors and carpets
- ☐ Sign the movers' inventory list and get a copy to ensure that nothing is lost en route.
- ☐ Turn off lights, lock all windows and doors as you leave. If you are renting, drop off your keys with your building manager!
- ☐ Make sure you have your "moving day bag" with enough supplies to hold you over until the unpacking is complete
- ☐ Get to your new home early and check that utilities are connected
- ☐ Make a safe path for movers to navigate
- ☐ Remember to tip your movers!
- ☐ Thank your real estate agent
- ☐ Make your bed, unpack the necessities and take a nap! You did it!!

THE ULTIMATE MOVING CHECKLIST

AFTER THE MOVE

- ☐ Try to unpack within 2 weeks of living at your new home. Take it slow, but don't let boxes just sit there!
- ☐ Set up your home security
- ☐ Change the locks if possible
- ☐ Have a housewarming party!
- ☐ Make a note of any immediate home repairs that need to be made
  - ☐ Clean your new home and check the status of your appliances, furnace, pipes and chimney
  - ☐ Consider cleaning the carpets
- ☐ Hang on to receipts from your move and make sure there are no discrepancies in your charges
- ☐ If you've moved to a new state or county, update your:
  - ☐ License
  - ☐ Voter registration
  - ☐ Car insurance, title and registration
- ☐ Get new checks with your updated address!
- ☐ Settle in and get to know your new home and community!
- ☐ Leave a review of your experience with your moving company