



Moving Timeline Checklist

1 Month Before:

- Alert utility companies to disconnect services the day after you move and to have new service activated several days before you arrive at your new house. Contact the chamber of commerce in your new town for information on utility services.
- If necessary, arrange for storage in your new community.
- If you're packing your house yourself, order supplies and start packing boxes.

1 Week Before:

- If you're packing your house yourself, finish packing boxes.
- Confirm travel arrangements, if needed.
- Arrange payment or deposit for movers.
- Write directions to your new home for the moving company, confirm delivery date, and give the company your itinerary and cell phone number.
- Complete change-of-address forms at the post office, and send notices to magazine subscriptions, creditors, friends and relatives, alumni organizations, credit cards, banks, and any other necessary companies and organizations.
- Cancel newspaper subscriptions.
- Notify your employers -- new and old -- of your new contact information.
- Clean rugs and have them packed for moving.
- Obtain health certificates from your vet for pets traveling by air.
- Pack your first-night box: spare bed sheets, clothes for your first night and next day, toiletries, shower towel, medications, and important financial records and documents.



Moving Day:

- If inventory of your belongings is required, once complete, review the entire inventory and conditions report with your mover.
- Review and sign off on the paperwork with your mover – be sure to double-check that the addresses and phone numbers are correct.
- Lock windows, turn off lights, close doors, and take a final tour after the movers have finished to be certain nothing is left behind. At your destination, check the truck before the movers leave to ensure everything made it into your new home.