



# Residential Moving Checklist

## Move Day Planning

We understand that relocating can be overwhelming, and our team is here to make the process as smooth as possible for you and your family. This checklist includes tasks you can begin several weeks before moving day to help ensure a seamless transition.

## 2 Months Before

---

- Sort through the contents of closets, drawers, and cupboards to weed out what you don't want or need. Hold a yard sale or donate unwanted items to charity.
- Inventory everything of value you plan to move and determine replacement values for insurance purposes.
- Obtain estimates from several moving companies and choose one.

## 6 Weeks Before

---

- Finalize real estate or rental needs.
- If moving out of town, make travel arrangements.
- Notify your children's schools of the move and contact new schools for enrollment information.
- Obtain copies of school records, or have them sent to new schools.
- Obtain copies of medical records for each family member.
- Ask doctors to recommend doctors in your new community.
- Consult insurance agents to find out if changes to policies are necessary.
- If applicable, notify current and/or new HOA of your upcoming move.

## 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 the delivery date, and give the company your itinerary and cell phone number.
- ❑ Complete change-of-address forms at the post office or online, and send notices to magazine subscriptions, creditors, friends and relatives, alumni organizations, credit cards, banks, and any other necessary companies and organizations.
- ❑ Cancel or update postal 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 the 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 being certain nothing is left behind. At your destination, check the truck before the movers leave to ensure everything made it into your new home.