

Checklist

Planning your move involves arranging dates for an estimate, inventory, packing, loading, and delivery to your new home.

Choose your moving day very carefully. Avoid peak periods if possible: the first two days of the month, and the last four days of the month. These are crunch periods when everyone wants to move.

A good checklist is essential so there is enough time to attend to details on your checklist. Start taking care of them early and you'll be surprised how smoothly things can go. Pre-planning is the secret of a good move.

Pre-Planning

- Have inventory session. Decide what to move, and what not to move.
- Schedule garage sales for items you are not moving. Donate other items to charitable organizations. (get receipts for tax records)
- Arrange for packing. We recommend that you have Olde World pack for you. If you pack yourself, you can purchase cartons you'll need from various sources: Home Depot, Lowe's, online, etc.
- Gather personal records: medical, dental, school, birth, baptismal, marriage, etc.
- Arrange to send transcripts of school records in advance to new schools.
- Arrange for the shipment of plants and pets.
- Get immunization records for pets.
- Have appliances serviced for shipping.
- Dispose of or give away all flammables (paints, paint removers, etc)
- Send clothing, drapes, curtains, rugs out for cleaning. Take down curtain rods and shelves.
- Pack items you'll need first in your new home. Label "Load last, unload first."
- Have car serviced for trip.
- Make travel and hotel accommodations.
- Arrange to discontinue
 - Newspaper delivery
 - Cable
 - Electricity (check for refund)
 - Water service
 - Gas services
 - Fuel or oil delivery
 - Garbage collection
 - Other

Pre-Planning (Continued)

- Make advance arrangements for services in new locations:
 - Post office
 - Social security office
 - Insurance companies
 - Credit card companies
 - Magazines
 - Friends, relatives
 - Credit bureau
 - Mail order accounts
 - State driver's license dept.
 - Arrange with employer to forward federal withholding forms
 - Close local department store and other charge accounts

The Day Before

- Defrost refrigerator and freezer. Arrange for disposal of frozen foods.
- Pack items to be moved by you. Label "Do Not Move."
- Confirm travel and hotel accommodations.
- Pack suitcases for the trip.
- Get a good night's sleep.

Moving Day

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- Pack suitcases for the trip.
- Get a good night's sleep.