

# MOVER'S CHECKLIST

## ONE MONTH BEFORE THE MOVE

- Make arrangements to hire a mover or rent a truck.
- Make babysitting and/or pet care arrangements for moving day.
- File a change of address form at the post office.
- Update all newspaper and magazine subscriptions.
- Arrange for the transfer of all medical, dental and school records.
- Transfer medical, property, fire and auto insurance.
- Organize all move-related documents in one place, such as a folder or binder.

## TWO WEEKS BEFORE THE MOVE

- Cancel or transfer all utilities (water, gas, electric, telephone, cable/internet service).
- Check with your provider about cell phone service in your new location.
- Transfer prescriptions to a pharmacy near your new location.
- Transfer bank accounts.
- Collect or purchase packing supplies (e.g., boxes, wrapping paper, bubble wrap, labels, markers, box cutters or scissors and packing tape).
- Pack up items in garage, attic and storage areas.
- Confirm arrangements with movers or truck rental.

## ONE WEEK BEFORE THE MOVE

- Begin packing and labeling boxes.
- Empty, defrost and clean refrigerator, freezer and stove.
- Pick up anything outstanding, such as dry cleaning, prescriptions, etc.

## THE DAY BEFORE THE MOVE

- Do a final check of closets, cabinets and drawers.
- Make sure you have enough cash on hand for the move.
- Take out all trash.
- Fully charge all cell phones.
- Touch base with movers or truck rental for a final confirmation of arrangements.

## THE DAY OF THE MOVE

- Exchange contact information with the movers in case you need to get in touch with them while en route. Include your old/new address, cell phone number and directions to new location.
- Keep jewelry and other valuables with you, in a box that you move yourself.
- Prepare a box of supplies that you will need right away on move-in day, such as: cleaning supplies, snacks and beverages, toiletries, bath and bedding items, trash bags, disposable dishes, pet food, cell phone chargers, prescriptions, eyeglasses, changes of clothing, etc.
- Do a final check before locking the doors. Confirm that you have turned off the furnace/air conditioner, lawn sprinklers and light switches.
- Hand off keys and garage door opener(s) to landlord or real estate agent.

