

# ULTIMATE 6 WEEK MOVING CHECKLIST



MOVING IS ONE OF THE TOP 5 MOVE STRESSFULL EVENTS IN A PERSONS LIFE.  
ORGANIZATION IS KEY IN ANY SUCCESSFUL & STRESS-FREE MOVE!

MOVING DATE: \_\_\_\_\_

## 6 WEEKS

- Make a Moving Binder & Box\*
- Sell or Donate or Trash
- Request Work Off
- Make or Fill Out a Packing Game Plan
- Plan Out your New House
- Plan on How to Move Plants and Pets
- Schedule Vaccinations & Grooming
- Find Pet Care for the Day of Your Move
- Find Child Care for the Day of Your Move
- Plan out Your Meals
- Research New Area
- Address Change Checklist\*
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

(\*) FOR ADDITIONAL CHECKLISTS AND MONEY SAVING TIPS VISIT US AT  
[WWW.MANLYMOVING.COM](http://WWW.MANLYMOVING.COM)

**4 WEEKS**

- Book Movers
- Book Specialty Movers
- Book Storage
- Book Moving Rental Truck
- Book Cleaners
- Plan Out Your Route or Transportation
- Book Plane Tickets
- Book Housing/Hotel/Motel Rooms
- Take Pictures of Shelves and Counters
- Take Pictures of Electronic Hookups
- Take Pictures of Furniture, Walls, and Flooring
- Purchase Packing Supplies & Materials
- Return Borrowed/Loaned Items
- Collect Items Borrowed/Loaned Out
- Back Up Computer & Other Important Data
- Start Packing
- Make Moving Essentials Box
- Use a Deep Cleaning Checklist
- Catch Pets Up on Vaccinations & Grooming
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**MANLY MOVING DOES IT ALL!!! WE CAN HANDLE YOUR TRUCK RENTALS. STORE YOUR ITEMS IN OUR SECURE WAREHOUSE, PROFESSIONALLY CLEAN YOUR HOUSE, AND MOVE YOU AROUND THE BLOCK OR ACCROSS THE COUNTRY.**

3

## WEEKS

- Keep Packing
- Keep Deep Cleaning
- Host a Garage Sale or Sell Stuff Online
- Take Stuff to a Donation Center and/or Dump

**NEED PACKING SUPPLIES? WE DELIVER SUPPLIES RIGHT TO YOUR DOOR.  
NEED PACKING HELP? OUR PROFESSIONAL MOVERS CAN QUICKLY AND SAFELY PACK UP YOUR BELONGINGS  
WE ARE HAPPY TO TAKE SOME OF THE STRESS OF MOVING OFF YOUR HANDS SO YOU CAN ENJOY A SMOOTH AND STRESS-FREE MOVE.**

2

## WEEKS

1. Keep Packing
2. Keep Deep Cleaning
3. Reconfirm Travel Arrangements/ Reservations
4. Pack & Prep Move-out Day Cleaning Kit
5. Service Vehicles
6. Label Furniture Locations in New Home
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_

**LABELING FURNITURE LOCATIONS HELPS YOU PLAN AHEAD SO YOU KNOW WHAT GOES WHERE IN YOUR NEW HOME. IF YOU CAN'T GET INTO THE NEW HOME 2 WEEKS IN ADVANCE, AT LEAST PREMAKE THE LABELS AND BEGIN THINKING ABOUT WHERE YOU MIGHT PUT STUFF IN THE NEW HOME BASED ON THE PICUTRES YOU HAVE SEEN.**

1

WEEKS

- Keep Packing
- Keep Deep Cleaning
- Finalize Kid & Pet Care
- Finalize Moving Arrangements
- Reserve Elevators & Parking
- Confirm Utilities are Scheduled
- Schedule Locksmith at New House
- Schedule Internet Hookup
- Schedule Cable/Dish Hookup
- Schedule Cleaners for Both Locations
- Refill Prescriptions
- Set Aside Things for Traveling
- Take Picture Down
- Focus on Using Up Whatever Food you Can.
- Use up gas in Lawnmowers, Blowers, Trimmers, etc.
- Save Paper & Plastic Dinnerware for Last 2 Days
- De-Ice Freezers and Fridges
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**YOU ARE 1 WEEK OR LESS FROM YOUR MOVING DAY. STAY CALM AND PACE YOURSELF. A LITTLE BIT EVERYDAY ADDS UP AND ALL YOUR HARD WORK AND ORGANIZATION WILL PAY OFF. FIND WAYS TO REWARD YOURSELF FOR ACCOMPLISHING THESE CHECKLIST ITEMS SO THAT YOU CAN STAY FOCUSED AND MOTIVATED TILL YOUR MOVING DAY ARRIVES.**

- Label w/ Masking Tape what Goes or Stays
- Check All Boxes are Labeled
- Furniture labeled
- Stage Boxes
- Finish Packing Cleaning Box for Move-Out Day
- Finish Packing Moving Day Box
- Finish Packing New-Owner Box
- Sweep the Property for Forgotten Items
- Forward Mail
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- \_\_\_\_\_
- \_\_\_\_\_

**LABELING WITH MASKING TAPE - BE SURE TO TAPE WHAT GOES OR WHAT STAYS, WHICHEVER IS LESS**

**LABELING BOXES - BE SURE TO LABEL THE BOX WITH THE CONTENTS ON TOP OF THE BOX AND MARK WHAT ROOM IT GOES IN AT THE NEW HOUSE ON ALL 4 SIDES AND ON TOP. WHEN MOVING A STACK OF BOXES YOU CAN TELL WHERE EACH BOX GOES. USE ABBREVIATIONS TO MAKE PACKING EASIER LIKE "LR" FOR LIVING ROOM AND "KIT" FOR KITCHEN. LASTLY MARK ALL SIDES OF THE BOX WITH "FRAG" IF THE CONTENTS ARE VERY FRAGILE OR WITH AN ARROW POINTING UP IF THE BOX HAS LIQUIDS OR THINGS THAT COULD SPILL.**

**LABELING FURNITURE - FURNITURE SHOULD BE LABELLED WITH MASKING TAPE SO IT DOES NOT TAKE THE FINISH OFF THE FURNATURE. IF YOU ARE NOT GOING TO BE AT THE UNLOAD, MARK THE LOCATION OF WHERE THE FURNITURE GOES IN THE NEW HOUSE, GIVE THE FURNITURE AN NUMBER OR NAME, NOTE ANY WORRIES ON THE TAPE SUCH AS IT HAS A LOOSE LEG, OR DO NOT LIFT FROM THE TOP.**

**GO TO [WWW.MANLYMOVING.COM](http://WWW.MANLYMOVING.COM) TO DOWNLOAD THE "CLEANING BOX" CHECKLIST, "MOVING DAY BOX" CHECKLIST, THE "NEW OWNER BOX" CHECKLIST, AND THE "ADDRESS CHANGE" CHECKLIST**

**FORWARD MAIL - FOLLOW THE ADDRESS CHANGE CHECKLIST AS WELL AS PUT A STICKER WITH YOUR NAME AND FORWARDING ADDRESS IN THE MAILBOX SO THE NEW OWNERS OR RENTERS CAN FORWARD MAIL.**

**ONLY 2 DAYS LEFT TILL MOVING DAY! LET US KNOW IF WE CAN HELP.**

1

DAY

- Confirm Movers
- Confirm Rental Truck & Equipment
- Finish Packing
- Check Box Labels
- Carpet Protector
- De-Ice or Sweep
- Save Parking Pathways
- Pack Your on the Road Bags
- Get Out Cash for Emergency & Mover Tips
- Drain Water & Garden Hoses
- Unhook Washer & Dryer
- Disassemble Stuff
- Charge your Phone & Volume Up
- Set 2 Alarms to Wake Up
- Get a Good Night's Rest

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**MOVING DAY IS TOMORROW, BUT BELIEVE IT OR NOT YOU ARE READY AND YOU HAVE GOT THIS. THINGS ARE GOING TO GO WRONG ON MOVING DAY, BUT EVERYTHING WILL WORK OUT.  
TODAY IS ALL ABOUT DOING THE LITTLE THINGS AND ABOUT TAKING CARE OF THINGS SO MOVING DAY RUNS AS SMOOTH AS IT CAN. THE MOST IMPORTANT THING IS TO GET A GOOD NIGHT SLEEP. THIS WILL HELP YOU MANAGE THE ANXIETY OF THE DAY AND BE IN A MINDSET TO MAKE DECISIONS.**

**0****MOVING DAY - ORIGIN**

- Wake Up Early
- Eat a Healthy Breakfast
- Clear Walkways & Driveways (De-Ice or Sweep)
- Drop Off Kids & Pets
- Pack any Last Minute Items
- Confirm the Moving Company's Arrival Time
- Pick up Moving Truck if Movers Aren't Providing it
- Finish Packing
- Save Parking for the Moving Truck
- Greet Movers or Moving Helpers
- Pack any Remaining Boxes
- Clean any Remaining Items
- Disassemble any Remaining Items
- Turn Off Utilities
- Direct Mover's Where Needed
- Supply Snacks and Drinks for Everyone
- Relax While the Movers do the Hard Work
- Post-Load Walkthrough
- Ensure the Mover's have the Moving to Address
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- \_\_\_\_\_
- \_\_\_\_\_

**MOVING DAY IS HERE!!! IF YOU HIRED MOVERS THEN JUST SIT BACK AND RELAX WHILE THE PROFESSIONALS DO THE HARD WORK.  
PRE-LOAD WALKTHROUGH - SHOW THE MOVERS AROUND YOUR HOUSE AND POINT OUT YOUR FURNITURE AND BOXES YOU ARE MOST CONCERNED ABOUT.  
POST-LOAD WALKTHROUGH - WALK THROUGH EACH ROOM OF THE HOUSE AND MAKE SURE YOU DIDNT FORGET ANYTHING.**

**0****MOVING DAY - DESTINATION**

- Mover Pre-Unload Walkthrough
- Make sure all Rooms & Locations are Labeled
- Designate an Area for Unlabeled Boxes to Go
- Direct Traffic
- Reassemble any Furniture
- Feed your Movers
- Relax
- Mover Post-Unload Walkthrough
- Set up your Bed
- Pay Moving Company
- Tip your Movers
- Pick up your Kids and/or Pets
- Unpack what you have Energy for
- Treat yourself to a Nice Meal
- Spend Time w/ Family & Friends
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- \_\_\_\_\_
- \_\_\_\_\_

**UNLOADING IS WHERE YOU CAN SAVE A LOT OF MONEY WHEN HIRING MOVERS. BE DECISIVE! KNOWING OR DECIDING QUICKLY WHERE THINGS WILL GO AND BEING ABLE TO DIRECT THE MOVERS WITHOUT LEADING THEM TO EACH ROOM WILL BE A GAME CHANGER FOR YOU. RELAX AND ENJOY SETTING UP YOUR NEW HOUSE. NO BETTER WAY TO START THINGS OFF IN YOUR NEW HOME THEN TO ENJOY SEEING YOUR FURNITURE COME IN AND TRANSFORM IT FROM A HOUSE TO A HOME.**

**MANLY MOVING IS THE TEAM OF MOVING PROFESSIONALS YOU CAN TRUST TO GET THE JOB DONE QUICKLY AND SMOOTHLY.**

**FOR A FREE ESTIMATE OR WITH MOVING QUESTIONS, FEEL FREE TO CONTACT US  
INFO@MANLYMOVING.COM  
(208)656-2636**