

## 4 WEEKS BEFORE MOVING DAY

- Check with your insurance company to confirm your possessions are covered during transit.
- Schedule connection of utility services at your new home, including electricity, water, sewer, cable, internet, telephone and trash disposal service.
- Schedule the disconnection of utility service at your current home.
- Change your address with the US Postal Service, credit card companies, subscriptions, schools and family.
- Purchase locks for your new home and arrange to have them installed.
- Arrange for cleaning of furniture and carpet.
- Make any necessary travel plans for your move.
- Gather personal and family records including medical and dental, school records, legal and financial documents, birth certificates, passports and insurance documents.
- List for sale or donate items that you do not want to move.

## 1-2 WEEKS BEFORE MOVING DAY

- Return any borrowed items such as library books or items loaned by neighbors. Also, retrieve any loaned items.
- Prepare a family "Move Kit" for the first night in your new home. Include essentials like phone chargers, toiletries, first aid kit, snacks, games for the kids and any medications necessary.
- Make childcare and pet arrangements for moving day.

## DAY BEFORE THE MOVE

Have cash available for tips and travel expenses.

Empty and clean your refrigerator and freezer.

Disconnect and prepare major appliances, televisions, computers, etc. that are being moved.

Check the attic, closets, cabinets, rooms and basement to make sure you didn't leave anything behind.

## FOR THE NEW OWNER

Put all house keys, mailbox keys, and garage door openers in one location.

Create a folder with warranties and manuals.

Leave a list of important contact numbers such as utility companies, neighbors, handyman, etc.

Leave a list of security codes and gates, if applicable.

Leave any takeout and / or delivery menus behind.

## NOTES