

# Organize Your Space

## Moving Checklist

### 2 Month's Prior to Moving

- Start decluttering your home room by room. Sell or donate any items no longer needed. Suggestion; if you don't need or can do without items over the course of the next few months pack them up with proper labels include: content and which room
- Obtain estimates from several different moving companies, be sure to inquire about referrals, refer to past customer reviews
- Start collecting boxes, not too many small and odd sized boxes, these are challenging to load and pack on the moving trucks. There is a useful tool for purchasing boxes on the U-Haul website
- Ensure finances are in order to cover your closing costs
- Mortgage approval, once approved it is suggested to refrain from any large purchases before closing day
- Hire a reputable Real Estate Agent – a referral, someone local is recommended

## 6 Weeks Prior to Moving:

- If moving out of town, be sure to arrange for hotels, flights, arrange to have medical documents, dental records, veterinarian records transferred
- Notify your children's schools and contact new schools for enrollment. (TIP- if you have the opportunity bring your children for a private tour of their new school)
- Obtain copies of school records or have them sent to new schools
- Call utility companies to arrange disconnection services & arrange installation of services at new residence
- Continue the packing process, suggestion would be to pack up all family photos and decor items. Be sure to continue the declutter process. Packing up storage areas including sheds and garage. Reminder: proper labels with content and room
- Arrange for bank account transfers etc. If necessary

## 1 Week Prior to Moving:

- Continue to pack, suggestion to only keep what is necessary for the last week
- Pack a suitcase or duffle bag/ suitcase with clothes, toiletries, towels and other items you may need until boxes are unpacked
- Ensure electronics such as iPads, laptops, computers, televisions & gaming systems are properly packed and will be transported without breaking ( There are proper ways to pack these items, be sure to review YouTube or contact the movers in advance)
- Arrange payment for movers
- Change your address at medical offices, dentist offices, veterinarian offices, cell phone companies, post office, magazine/newspaper subscriptions, PayPal, amazon.ca, schools, employment, car insurance companies, ministry of transportation, loan companies, tax authorities, banks etc.
- If winter, ensure snow has been removed or arrange for snow removal
- Having access to your new home before moving day for cleaning, measurements, and painting. Number the rooms for moving day, quick and easy
- Ensure pool and spa equipment is in good working order (if included with sale) and/or empty spas, winterize pools as necessary
- Pick up any keys you may have left with neighbours/friends to look after your home while you're away



## Moving Day:

- Items to keep with you: valuables, electronics, keys to new home, pets, prescription medication and payment for movers, cleaners
- Ensure the pilot light for the furnace is on at new home
- Ensure new home is cleaned prior to placing furniture
- At previous home, lock doors and windows, ensure lights are turned off, check pilot light of furnace (turn off if the home will be vacant for a long period of time). Turn off water if necessary and do final walkthrough to ensure everything has been packed
- Check storage sheds, garages, etc to ensure all items have been removed
- Complete a full walk through of all rooms, closets, shelving
- Leave behind manufacturer's warranties for appliances, roof, furnace etc.
- Leave behind special instructions for anything (location of water shut-off valves etc. )

Make sure fences are closed properly before leaving property

- Leave important information like garage door codes and alarm codes for new owner