

COUNTDOWN TO MOVING IN

A household move is a major undertaking. This list will help you organize and prioritize this event. One of the first priorities your moving counselor will suggest is selecting three important dates: Packing, loading the van and delivery of your household goods to your new home. It is good to allow a time span of approximately 30 days. And it is always recommended to avoid the peak periods, such as the last few days of the month.

6 - 8 weeks before move

- Inventory your household possessions. Decide which items to move and which not to move.
- Schedule a moving sale to sell those items you will not be taking with you.
- Other items may be donated to charity for a possible tax deduction.

- Make personal travel plans for you move, such as airline tickets, hotel reservations and road maps for your trip routing.
- Set a packing date. We offer professional packing crews that will save you countless hours; but we also offer a full complement of durable cartons should you decide to pack yourself.

- Gather family records: medical, dental, school, birth, baptismal, marriage, financial, insurance, wills, immunization records for pets.
- Have schools forward transcripts to your new school system.

2 - 3 weeks before move

- Water.
- Telephone and/or long distance provider.
- Internet provider.
- Water softener service.
- Fuel or oil delivery.
- Garbage collection.
- Cable company, satellite T.V.
- Lawn, pool service.
- Make advance arrangements for these services in your new community.

- Fill and transfer prescription medications for family members and pets.
- Advise insurance companies of your pending move and update policies.
- Make separate shipping arrangements for pets and plants.
- Safely dispose of or give away all flammable materials (paints, paint removers, other solvents, propane tanks). These items cannot be moved.
- Cancel club memberships.

- Defrost refrigerator and freezer. Allow sufficient drying time to prevent mildew.
- Dispose of food items that require refrigeration.
- Collect all items from separate locations (office, schools, clubs, etc.) and bring home to pack and move.
- Make arrangements for child care and pet care on moving day.
- Transfer funds from checking and savings accounts to new accounts in your new community.
- Drain fuel, oil from lawnmowers and other power equipment.
- Pack items to be carried in your car and mark each carton: DO NOT MOVE.
- Prepare your Survival Kit.
- Close out safe deposit box. The items from your safe deposit box and other valuables, such as jewelry, should be transported in your car.
- Send clothing, draperies, curtains and rugs out for cleaning; leave them in the wrapping for the move.
- Service cars.

- Change your address with your local post office and mail address change cards to:
 - Friends and relatives.
 - Social Security office.
 - Credit card companies.
 - Subscription magazines.
 - Insurance companies.
 - Former employers.
 - Mail order accounts.
 - Investment companies.
- You may also change your address online:
www.usps.gov/moversnet/coa.html

- Remove and pack bed linens in dresser drawers for convenience.
- Be available to check items on your inventory sheet as they leave your house to be loaded on the van.
- When all cartons and furnishings have been loaded on the van, conduct a last minutewalk through.
- Check all closets, make sure windows are shut and locked, lights are turned off and doors are locked.
- Get copies of shipping documents.