

# MOVING

# Checklist

## AT LEAST ONE MONTH BEFORE MOVING:

- Organize important papers securely.
- Declutter by holding a garage sale or donating items.
- Hire a moving company or reserve a truck.
- Set up mail forwarding with Canada Post.
- Gather packing supplies: boxes, tape, markers.
- Pack seldom-used items and label boxes.
- Arrange insurance for valuable items.

## ABOUT TWO WEEKS BEFORE MOVING:

- Confirm moving details with the company.
- Cancel memberships you won't need.
- Arrange pet boarding.
- Schedule utility disconnections and connections.
- Order new address cheques.
- Transfer medical records.
- Continue packing and inventorying items.
- Return borrowed items.

## THE WEEK BEFORE MOVING:

- Empty your safety deposit box.
- Plan meals with remaining food.
- List personal inventory of items.
- Confirm all arrangements with moving companies.
- Clean and defrost the fridge/freezer.
- Disassemble furniture for easier transport.
- Conduct a last-minute check of all areas.

## ON MOVING DAY:

- Load heavy furniture first and secure items.
- Clean and check the home before leaving.
- Keep important documents and keys accessible.
- Lock up the property before leaving.
- Leave forwarding details for new occupants.
- Prepare an essentials box with necessary items.
- Supervise the placement of boxes and furniture at the new home.
- Confirm utilities and internet are working.



613-614-0498



[ritchie@ritchiegunn.com](mailto:ritchie@ritchiegunn.com)



[www.ritchiegunn.com](http://www.ritchiegunn.com)

