

Moving Day Planner Checklist

6 TO 8 WEEKS BEFORE

- Contact a moving company and tell them the dates you plan to move; Set up a time for them to come out and provide an estimate.
- Decide if you will pack yourself or have the movers do it.
- Organize personal records, i.e., insurance, dental, prescription, financial etc.
- Start to use up things that can't be moved.

4 TO 6 WEEKS BEFORE

- Alert Post Office and subscriptions.
- Plan to cancel/transfer phone and utilities.
- Prepare a list of people to notify of your move and new address.
- Consider a garage or yard sale for unwanted items.

2 TO 3 WEEKS BEFORE

- Consider helping your children host their own "going away" party.
- Assemble packing materials (boxes, tape, markers, knife).

3 DAYS BEFORE

- Defrost freezer so it can dry for at least 24 hours.
- Set aside valuables and personal documents not to be packed on moving van.
- Think about items to pack, but leave off the moving van... items that you will need upon arrival, such as: paper towels, toothpaste, tool kit, soap, toilet paper, bath towels, trash bags, snacks, pencil and paper and paper plates.

1 DAY BEFORE

- Mark any extra fragile items for the movers.
- Leave mirrors and pictures on the walls for the movers to pack.
- Take sheets and blankets off beds.
- Unplug all TV sets 24 hours before move. Moving a set that has retained heat can cause damage.

MOVING DAY

- Save all documents that will be needed for tax returns.
- Remain with movers until all your goods are loaded.
- Be sure you discuss exact address and directions with driver.
- Leave a note with new address and telephone number so new occupants can forward mail.

