

MOVING TIPS

The process of moving is long and complex. Being organized, knowing what needs to be done, and tackling tasks efficiently can make your move significantly less stressful. Here's a checklist to keep you on task and help make your move successful.

SIX TO EIGHT WEEKS BEFORE:

- ▶ Use up things that may be difficult to move, such as frozen food.
- ▶ Get estimates from professional movers or truck rental companies if you are moving yourself.
- ▶ Once you've selected a mover, discuss insurance, packing, loading and delivery, and the claims procedure.
- ▶ Sort through your possessions. Decide what you want to keep, what you want to sell and what you wish to donate to charity.
- ▶ Record serial numbers on electronic equipment, take photos (or video) of all your belongings and create an inventory list.
- ▶ Change your utilities, including phone, power and water, from your old address to your new address.
- ▶ Obtain a change of address packet from the post office and send to creditors, magazine subscription offices and catalog vendors.
- ▶ Discuss tax-deductible moving expenses with your accountant and begin keeping accurate records.

TWO TO FOUR WEEKS BEFORE:

- ▶ If you're moving to a new community, contact the Chamber of Commerce and school district and request information about services.
- ▶ Make reservations with airlines, hotels and car rental agencies, if needed.
- ▶ If you are moving yourself, use your inventory list to determine how many boxes you will need.
- ▶ Begin packing nonessential items.
- ▶ Arrange for storage, if needed.
- ▶ If you have items you don't want to pack and move, hold a yard sale.
- ▶ Get car license, registration and insurance in order.
- ▶ Transfer your bank accounts to new branch locations. Cancel any direct deposit or automatic payments from your accounts if changing banks.
- ▶ Make special arrangements to move pets, and consult your veterinarian about ways to make travel comfortable for them.
- ▶ Have your car checked and serviced for the trip.
- ▶ Collect items from safe-deposit box if changing banks.

TWO TO THREE DAYS PRIOR:

- ▶ Defrost your refrigerator and freezer.
- ▶ Have movers pack your belongings.
- ▶ Label each box with the contents and the room where you want it to be delivered.
- ▶ Arrange to have payment ready for the moving company.
- ▶ Set aside legal documents and valuables that you do not want packed.
- ▶ Pack clothing and toiletries, along with extra clothes in case the moving company is delayed.
- ▶ Give your travel itinerary to a close friend or relative so they can reach you as needed.



Pack a “first day” box with items you will need right away.



MOVING DAY: OLD HOME

- › Pick up the truck as early as possible if you are moving yourself.
- › Make a list of every item and box loaded on the truck.
- › Let the mover know how to reach you.
- › Double-check closets, cupboards, attic, basement and garage for any left-behind items.

MOVING DAY: NEW HOME

- › Be on hand at the new home to answer questions and give instructions to the mover.
- › Check off boxes and items as they come off the truck.
- › Install new locks.
- › Confirm that the utilities have been turned on and are ready for use.
- › Unpack your “first day” box (see list for suggested contents).
- › Unpack children’s toys and find a safe place for them to play.
- › Examine your goods for damage.

MOVING ESSENTIALS:

- › furniture pads
- › handtruck or dolly
- › packing tape
- › bubble wrap
- › newspapers or packing paper
- › scissors
- › utility knife
- › labels
- › felt-tip markers
- › cornstarch packing “peanuts”
- › plenty of boxes

FIRST DAY BOX:

- › scissors
- › utility knife
- › local phone book
- › coffee cups
- › teakettle
- › instant coffee or tea, soft drinks
- › pencil and paper
- › soap
- › bath towels
- › trash bags
- › shelf liner
- › paper plates
- › snacks
- › toilet paper
- › children’s toys and books