

Check List and Timeline for Your Move



8 Weeks Before You Move

- Obtain a Floor Plan of your new residence and decide what furniture will fit well.
- Begin an inventory of household goods that will be moving.
- Request estimates for moving services. Call to set an appointment estimate and consultation with **Door to Door Solutions**.
- Contact your insurance agent to ask about homeowner's policy to determine whether your possessions are covered when moving.
- Establish a file for all moving papers, forms, contracts and receipts.

6 Weeks Before You Move

- Select a mover (**Door to Door Solutions**) and schedule date and time of move with a contract.
- Clean out closets, kitchen, bath and other area of items you will not be moving.
- Contact your family to determine what items they would like and set a date for their pick up.
- Create a list of items you can donate to local charities and arrange for a free pick up (note many charities are very specific on what items they can remove).

4 Weeks Before You Move

- Complete and file change of address notification with the post office.
- Send furniture, drapes, rugs and carpets for cleaning and repair as needed.
- Start packing the items you can pack yourself, and schedule the packers (**Door to Door Solutions**) to complete packing 1-2 days before loading begins.
- Use up as many items as you can in your kitchen and bath.
- Gather valuable personal papers you will need at destination.
- Notify family, friends and creditors of new address.
- Transfer homeowner's policy to cover new residence.

3 Weeks Before You Move

- Arrange to have utilities (gas, electric, phone, cable, water, trash) disconnected in your present home, and connected and ready at your new home. Disconnect the day after our move and connect the day before your move.
- Ready car registration and insurance records for transfer.
- Notify Department of Motor Vehicles and Voter Registration of your new address.
- If necessary, reserve elevator for move in and move out dates.

2 Weeks Before You Move

- Arrange to move pets
- Check with mover about moving house plants, food items, lamps, propane tanks, medical equipment and pictures. Requirements to move these items vary among moving companies. Properly dispose of all items too dangerous or flammable to move.
- Review packing and moving needs and inform movers of any changes.

1 Week Before You Move

- Call bank to update address or transfer savings and checking accounts.
- Cancel or transfer newspaper delivery and any other local subscriptions mailed to your current address.
- Make arrangements to pay for your move.
- Have prescriptions forwarded to your new pharmacy if necessary. Have enough medication to last at least two weeks.

2 Days Before You Move

- Have the mover pack your belongings so they are ready to load on moving day.
- Pack the items you will be transporting yourself – toiletries, medications, “survival kit”
- Defrost, clean and dry refrigerators and freezers that will be moved.
- Set aside valuable items to carry with you including jewelry, documents, money and valuable small items.

Moving Day

- Be on hand to answer any questions.
- Explain how items are labeled to your mover and give directions to movers until they are finished.
- Complete information on bill of lading and carefully read the document before you sign it.
- Make sure you have copies of everything you sign.
- Before the movers leave, take a final walk through your home to make certain nothing has been left behind, or damaged.
- If your move is interstate or intrastate, you must pay the driver before the goods are unloaded.
- Supervise unloading and unpacking.
- Check carefully for any damaged or missing items and note on paperwork.
- Note on the inventory any damaged boxes or obvious damage to unboxed items before you sign anything.

Your Moving “Survival Kit” includes:

- Medicines
- Essential toiletries for 1 day
- Toilet paper, paper towels
- Trash bags
- Pet Needs
- A few plates, cups, silverware
- Phone
- Coffee Maker or Tea Pot
- Alarm Clock
- Checkbook
- Purse/Wallet (with ID)
- Flashlight
- Scissors or utility knife
- Hand sanitizer or liquid soaps