

MOVING CHECKLIST



MURNEY
ASSOCIATES, REALTORS®

8 WEEKS BEFORE YOUR MOVE

- Start collecting estimates from moving companies. Budget for moving expenses.
- Create a "move file" to keep track of quotes, receipts and other important info.
- Start researching your new community.

7 WEEKS BEFORE YOUR MOVE

- Start compiling medical, dental, shot and prescription records.
- Ask doctors for referrals in your new city.
- Arrange to have school records and veterinarian records transferred.
- Gather copies of legal and financial records.
- Call your insurance agent to see what changes you need to make to your new policy.
- Contact health clubs, organization, and groups to cancel or transfer memberships.

6 WEEKS BEFORE YOUR MOVE

- Plan how you will move valuables and difficult to replace items (certified mail, or carry them with you).
- Begin purging your home. Separate items into those you will keep, donate or discard.
- Plan a garage sale.
- Start using items that can't be moved such as frozen foods, bleach, and aerosols.

5 WEEKS BEFORE YOUR MOVE

- Order boxes and moving supplies.
- Begin packing items you don't use often.
- Clearly label each box with its contents and the room it is destined for.
- Pinpoint your move date.
- File a change of address with the Postal Service, or ask them to hold mail at the post office in your new city.

4 WEEKS BEFORE YOUR MOVE

- Reserve your move online with your moving company.
- Make travel arrangements for your pets.
- Put copies of pet's medical and immunization records in your move file.
- Notify these utility services of your move (both at your old and new locations):
 - Electric
 - Water
 - Gas
 - Phone Service(s)
 - Cable/Internet
 - Sewer
 - Trash



3 WEEKS BEFORE YOUR MOVE

- Plan how to transport your plants.
- Dispose of flammables, corrosives, and poisons.
- Have your automobile serviced.

2 WEEKS BEFORE YOUR MOVE

- Notify these professional services of your move:
 - Accountant Attorney Doctor Dentist Financial Planner
 - Health Insurance Provider Insurance Agent Schools
- Notify these services/accounts of your move:
 - Auto Finance Company Bank/CreditUnion /Finance Companies
 - Credit CardCompany Exterminator Health Club Home Care Service Providers
 - Laundry Service Magazines Monthly Memberships News Letters
 - Newspapers Pharmacy Store/Gas Charge Accounts
- Notify these government offices of your move:
 - City/County Tax Assessor State Vehicle Registration Social Security Administration
 - State/Federal Tax Bureau (IRS) Veteran's Administration
- Confirm travel arrangements for pets and family.
- Plan meals for the last weeks to use up your food.
- Assemble a folder of important info about your house for the next home owner.

1 WEEK BEFORE YOUR MOVE

- Contact your bank or credit card company if you are planning to pay for your move.
- Print two copies of your bill of lading (BOL) to keep in your move file.
- Notify friends and family of your new address and phone number.
- Pack an essentials box to keep with you during the move.
- Drain gas and oil from lawn equipment, gas grills, heaters, etc.
- Drain water hoses and waterbeds.
- Measure furniture and doorways to determine if larger pieces will fit through the door.
- Empty and defrost refrigerator at least 24 hours before the move.
- Fill any prescriptions you will need during the move.

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MOVING DAY

- Place carpet, floor and door frame protectors throughout your home.
- Load goods in a pre-designated order, saving "last load" items for the rear of your shipment.
- Check every room and closet one last time to make sure nothing is left behind.

MOVE-IN CHECKLIST

- Clean your new home, make sure everything is in working condition and make any repairs before your moving trailer or truck arrives.
- Unload your items and begin organizing your new home.
- Leave a note with your new address so that future residents can forward stray mail.

AFTER THE MOVE

- Keep all receipts and documents in your move file and store them in an easy-to-remember location.
- Get a new driver's license and automobile tags, register to vote, etc.
- Enjoy your new home!



HAPPY UNPACKING!