

## 4 WEEKS PRIOR TO MOVE:

- \_\_\_\_\_ Set up a “move” file or folder and calendar
- \_\_\_\_\_ Have a garage sale.
- \_\_\_\_\_ Collect financial, tax and employment documentation needed for your loan.
- \_\_\_\_\_ Donate un-wanted furniture to charity.
- \_\_\_\_\_ Contact insurance company to transfer policies (life, auto, homeowners).
- \_\_\_\_\_ Contact doctors, dentists for copies of medical records.
- \_\_\_\_\_ Contact schools for copies of student records.

## 3 WEEKS PRIOR TO MOVE:

- \_\_\_\_\_ Review tax deductions on moving expenses.
- \_\_\_\_\_ Arrange cut-off date for utility companies (telephone, gas, electricity, water, garbage, cable television).
- \_\_\_\_\_ Call friends and relatives to let them know you are moving.
- \_\_\_\_\_ Request a change of address kit from the post office.
- \_\_\_\_\_ Check out voter registration information for the new area.

## 2 WEEKS PRIOR TO MOVE:

- \_\_\_\_\_ Transfer stocks, bonds, bank accounts and contents of safe deposit boxes.
- \_\_\_\_\_ Prepare a list of clothing that will not be packed with household goods.
- \_\_\_\_\_ Take time to check off previously listed items while you still have time!

## 1 WEEK PRIOR TO MOVE:

- \_\_\_\_\_ Label items you will need to access easily and place them in a separate room or closet.
- \_\_\_\_\_ Clean your refrigerator and let it air out at least 24 hours before moving.
- \_\_\_\_\_ Drain outdoor equipment: Water hoses, propane tank from BBQ grill, gas and oil from lawnmowers.
- \_\_\_\_\_ Discard aerosols, paint, oils, and other flammable or toxic chemicals.
- \_\_\_\_\_ Schedule to have the utilities turned on at your new home.

## MOVING OUT DAY:

- \_\_\_\_\_ Remember, items packed last will be unloaded first.
- \_\_\_\_\_ Conduct a final review of the house including the attic, closets, cupboards, storage, garage, & behind doors.

## MOVING IN DAY:

- \_\_\_\_\_ Have the house ready for delivery prior to the truck’s arrival.
- \_\_\_\_\_ Take a break, sit back, relax and ENJOY YOUR NEW HOME!!