

MOVING CHECKLIST



PROVIDED TO YOU BY WRIGHT LAW OFFICES

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To reduce the stress of moving, it is important that you are organized and timely in your preparation. The following guide will assist you by estimating the lead time to do the many tasks and by providing a checklist of the multiple considerations related to relocating.

Moving Tips
to make your life
Easier



EIGHT Weeks before You Move

- ◇ Determine your potential moving date
- ◇ If you utilize a moving company, obtain written estimates and contract terms
- ◇ Create a budget for your move
- ◇ File the information you obtain for easy reference
- ◇ Begin exploring, if possible, the new community to which you will move

SEVEN Weeks before You Move

- ◇ Request copies of your medical, dental, vaccination, and prescription records
- ◇ Ask doctors and dentists for referral names in the place of your new residence
- ◇ Have school records and veterinarian records transferred to new location
- ◇ Organize and have handy copies of legal and financial records
- ◇ Consult your insurance agent to see what adjustments are needed in your policies
- ◇ Notify services/accounts of your move: creditors, bank, investment firm, health club, home care (lawn, snow, exterminator, etc.), magazines, memberships (Netflix, auto club, alumni organizations, etc.), newspaper, pharmacy, store accounts

SIX Weeks before You Move

- ◇ Make a list of valuables that you might prefer to move yourself
- ◇ Sort through your possessions – determine what you will keep, donate, or discard; downsize!
- ◇ Use items that can't be moved such as frozen food, hazardous material such as gas and paint

FIVE Weeks before You Move

- ◇ Purchase and have moving supplies on hand for items you will pack yourself – boxes, packing tape, packing paper, etc.
- ◇ Pack items you rarely use and always note the content in every box and indicate room destination
- ◇ File a change of address with the US Postal Service with effective date of implementation

FOUR Weeks before You Move

- ◇ At both old and new locations, notify utility services: electric, gas, water, phone, cable, sewer, trash
- ◇ Determine if special arrangements for moving pets and plants need to be planned
- ◇ Ensure pets have proper health certificates from veterinarian
- ◇ Prepare a list of family and friends you intend to inform of your move

THREE Weeks before You Move

- ◇ Dispose of all flammable and toxic substances – gas, oil, fireworks, poisons, paint, propane tanks, etc.
- ◇ Service automobiles
- ◇ Assemble folder of information for your next home owner (warranties, service information, etc.)
- ◇ Return everything borrowed from friends and family; collect what is yours

TWO Weeks before You Move

- ◇ Notify professional services of your move: accountant, attorney, dentist, doctor, financial planner, insurance providers, broker, schools
- ◇ Notify government offices of your move: city/county tax assessor, state vehicle registration, Social Security administration, IRS, Veteran’s Administration
- ◇ Plan meals for the next two weeks to use up your food
- ◇ Say good-byes to family and friends as early as possible; you’ll be very busy later

ONE Week before You Move

- ◇ Notify family and friends of your new contact information
- ◇ Pack personal items that you will need while you move – toiletries, clothes, important documents
- ◇ Set aside vacuum cleaner and cleaning supplies
- ◇ Drain water hoses
- ◇ Empty and defrost refrigerator and freezer
- ◇ Fill needed prescriptions
- ◇ Take a photo or carefully label cords so that you can easily reconnect electronics
- ◇ Get cash to use for travel to new location and to tip movers

DAY OF MOVE

- ◇ Load boxes and furniture in a predetermined order, if necessary
- ◇ Check all closets, storage areas, cabinets, oven drawer, attic, washer and dryer, etc. to ensure nothing is left behind
- ◇ Final things: arrange for water shut off, furnace/air conditioner off, lights off, windows shut and locked, etc.

AFTER THE MOVE Checklist

- ◇ Save and file all receipts related to the move
- ◇ Obtain new driver’s license and vehicle tags, register to vote, get library card, apply for courtesy cards for the stores at which you shop, etc.
- ◇ If you move to a new state, check with your attorney about updating will and complying with state laws and regulations



Congratulations on your new home!

