Moving Check List

* Order moving boxes and packing supplies.
* Begin packing. Clearly label boxes with name, contents, and destination for the box (i.e. “DR” for Dining Room, “MBR” for Master Bedroom).
* Sort, discard, and donate unwanted items.
* Notify:

 Post office

 Health service providers (doctors, dentists, etc.)

 Human resources/payroll department at work

* Make prior arrangements with us to disassemble specialty items (pianos, swing sets, etc.) if you wish not to do them yourself
* Make arrangements for child care and/or a pet sitter for moving day.
* Arrange for time off from work to prepare for the move and to be present on moving day.
* Notify your local department of motor vehicles for change of address on your driver’s license.
* Notify the necessary utility companies:

 Telephone

 Cell Phone

 Electric

 Gas/Oil (also, schedule gas appliances to be disconnected)

 Cable

 Internet Service Provider

 Water

 Home security/alarm

* Pack fragile and loose items from drawers into moving boxes.
* Remove all permanently affixed items that you wish to take from walls and ceilings (drapes, lighting fixtures, ceiling fans, etc.).
* Change address with all newspapers, magazines, and other periodicals to which you subscribe.
* Consolidate clearly marked moving boxes of fragile items in one area of your home. Alert the movers about these moving boxes on moving day.
* Identify furniture that is fragile or has been weakened by previous damage and bring it to your movers’ attention on moving day.
* Separate and mark items not intended to be moved by your movers.
* Isolate checkbook, keys, passports, plane tickets, cash, credit cards, and prescription medications. These should travel with you in your personal vehicle on moving day.
* Defrost, drain, wash, and dry refrigerators and freezers.
* Drain gasoline and oil from lawn mowers, generators, snow blowers, etc.
* Disconnect propane tank from gas grill. Your movers will not be able to transport the tank on moving day.
* If planning on moving washer and dryer, disconnect pipelines before movers come.
* Clear walkways and driveway during inclement weather.