

SUNNY GAWRI'S

Moving Checklist





You found a new home! Congratulations! As moving day approaches, knowing what to do and when will help make the process simpler and less stressful. While this list is comprehensive, it's a good idea to consult with your real estate agent about special considerations for your move.

*Expert organization tip: Use a binder with divider tabs and pockets to keep everything related to your move in one place. Ideas for the different sections to use in the binder include: moving checklist, calendar, shopping list, items to sell, home improvement details, important phone numbers, home inventory, estimates, moving company, and real estate details.

2 Months in Advance

- Keep, donate, sell, throw away: Go through each room in your home and decide what items you want to take with you and what you want to donate, sell, or pitch.
 - o Now is a good time to post classified ads for items you want to sell.
 - o For items you want to keep, consider what might need special packaging or insurance.
 - Make a home inventory: As you work on the task above, make an inventory of the things you'll take to your new home. Take pictures. Place a copy of the pictures in your binder and save a copy online with a cloud storage service you trust.
 - Order packing supplies: If you're packing your own belongings, you'll need boxes, bubble wrap, packing paper, permanent markers, packing tape, tape gun (one for each adult is a good idea), moving blankets (you can rent these from companies that rent moving vehicles), and specialty containers (e.g., TV boxes, wardrobe boxes, dish barrels).
 - Look into moving companies: Get estimates from at least three companies. The best moving companies are those that provide on-site estimates in writing. Many reputable companies paint Department of Transportation (DOT) numbers on their trucks.
 - o If you're not using a moving company, now is a good time to start looking for hired or
 - volunteer help for moving day. Be sure to have a list of backups in case members of your core crew can't make it.
 - o If hiring a moving company, learn about items they will not move, such as aerosol sprays or cleaning chemicals.
 - **Obtain school records**: Have your children's current school transfer records to the new school district. (Your real estate agent can tell you the name of your future school district.)
 - **Get rid of perishable items**: If you're moving far away, eat or donate perishable foods.
 - Understand company transfer policies: If an employer is paying for your relocation, have a good understanding of its moving policies to avoid unexpected surprises.
 - **Plan for pets**: If you're moving with animal companions, make arrangements for the big day.
 - You might need to hire a pet sitter for the days you're loading and unloading the moving truck. If flying to your new home, it's a good idea to learn about the airline's policies regarding pet travel.
 - **Know your new home's dimensions**: Obtain the measurements of the rooms and main doorways in your new home. Then measure your furniture to ensure larger pieces will fit through the doors.









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GOING BEYOND THE TRANSACTION.



1 Month in Advance

- Book flights and rental vehicles
- Rent a moving truck: If you're not hiring movers, book a vehicle now to ensure it's available for the big day.
- Hire a moving company: Secure a written confirmation of the arrangements you made, costs, moving dates, and other important details.
- Talk to your homeowner's insurance agency: Verify if the contents in the moving truck are covered while they're in transit even if the moving company is insured.
- Arrange childcare
- Arrange pet care
- Think about interior design: Using the dimensions you have of your new home, plan where you'll place your furniture. This is also a good time to think about paint, installing new flooring, ordering new window treatments, purchasing appliances, and taking care of other details that will help make your house a home after the closing date.
- Start packing: Pack the things you do not use often first (e.g., seasonal décor, sports equipment, fine china). Make a note of items that cost more than \$100 per pound (e.g., electronics) and declare them in writing to the moving company.
 - o Label the boxes with their contents and the room in which they belong.
 - o Label boxes "pack last" for items you'll need right away in your new home (e.g., kitchen items, multi-tool, box cutter, trash bags, bedding). These boxes should be the last things

packed into to the moving truck on moving day.

- o As you come upon user manuals and warranties for items that will stay in your current home, place them in a folder for the new homeowners.
- Secure valuables: Personally transport important items and documents to your new home in a safe box. These items include passports, deeds, jewelry, financial statements, keepsakes, the contents of safe-deposit boxes, and a copy of the mover's estimate.
- Notify the post office of your new address: You can do this in person or online.
- Notify important parties of your new mailing address:
 - o Family member o Department of Motor Vehicles
 - o Friends o Magazine and newspaper providers o Trash company o Social Security Administration
 - o Sewer company o Cable company
 - o IRS (forms 8822 and 3903) o Telephone company
 - o Bank (order checks with your new o Cell phone company address)
 - o Membership associations
 - o Credit card companies o Human resources department at
 - o Financial institutions work
 - o Power company o Insurance companies
 - o Natural gas provider

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Notify important parties about your new mailing address (cont.)

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	Arrange for utilities at your new home: Your real estate agent can tell you about the providers
	in your new area.
	Obtain medical records : Your health care providers can forward your medical records to your
	new providers. However, it's a good idea to have a copy for your own files.
	Arrange for parking : Moving trucks take up a lot of space. Whether you hire movers or take the DIY approach, verify where the truck will park. Depending on the location, you might need permission or a permit.
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2 Weeks in Advance

- Request time off: If you haven't done so already, request time off work for moving day.
 If you're moving out of the area, give your two weeks' notice.
 - Auto maintenance: Schedule a tune-up for your vehicle so it's in top shape. If you're moving to an area with a different climate, ask your mechanic for maintenance tips.
 - Safe-deposit box cleaning: If you're moving far away, remove the items in your safe-deposit box at the bank. Store the items in your safe box.
 - Moving company confirmation: Confirm all the arrangements you made with the moving company, including dates, times, and costs.
 - o Do the same with individuals who agreed to help you move.
 - Plan meals: Reduce stress and plan your meals for the new few weeks so you can focus more on packing and less on deciding what to eat.
 - Start cleaning: As you pack up rooms in your home, clean as you go so you don't have to do it at the last minute. Alternatively, make arrangements with a professional cleaning service to clean the home after it's vacant (your real estate agent can help you figure out the details).









1 Week in Advance

	Medication : Refill prescription medications, including those for pets, so it's one less thing to worry about when you start unpacking. If it's too soon to refill your medications, ask your pharmacists to transfer your prescriptions to the pharmacy you'll use near your
	new home. Pack suitcases : Use suitcases to pack clothes, toiletries, cell phone chargers, and
	other items you'll need as you finish packing, travel, and unpack.
	Reconfirm with sitters : If hiring pet sitters or baby sitters, confirm their availability.
	Arrange for new locks : Call a locksmith near your new home and schedule a time for a specialist to change the locks within a few days of your move-in date.
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A Few Days Before Moving Day

- Refrigerator: Defrost the refrigerator if you're taking it with you. Make sure it's empty first.
- Reconfirm your arrangements with the moving company: Details to review include your current and new address (provide a map and step-by-step driving directions if necessary), arrival and delivery dates and times, insurance coverage, payment details, and the DOT number on the truck (which should be noted in your estimate).
 - o If renting a moving truck, confirm the rental details.

Cot each from the ATM: Tip the movers for their hard work

- o If volunteers or hired individuals are helping you move, confirm their availability again. If some people can't make it, call your backups.
- Verify your connections: Ensure your current utilities will be disconnected on the agreed upon date. Similarly, verify that your new providers will have your home connected the day before you arrive.

	Get cash from the Arm. The the movers for their hard work.
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Moving Day

- Verify the DOT number on the moving truck.
 o If renting a truck, retrieve it by the agreed upon time.
 - Review the inventory list: The moving company should give you a copy of the inventory list, or bill of landing. Ensure the document is correct before signing it.
 - Ensure the thermostat is at the appropriate temperature.
 - Turn off the water heater.
 - Wrangle keys: Place house keys and garage door openers in a box or bag for the new homeowners.
 - Complete a final walkthrough: Go through your home one last time to make sure you didn't leave anything behind that you want to take. Good places to look include the back of closets, closet shelves, storage areas (e.g., attics and sheds), behind and under appliances, and inside cabinets.

Lock the windows and lower window shades.
Lock the doors.











Curious to learn more about the value of your home?

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