

Moving Check List

1. Choose your mode of transport.

Once your moving plans are certain, decide whether to hire professional movers or to move yourself. Weigh the pros and cons of each option, including costs, liabilities, and the physical demands of the move. Whichever option you choose, it's important to make arrangements 4 to 6 weeks before moving day. Points to ponder:

- When calculating the cost of moving yourself, make sure you factor in variables such as insurance, supplemental equipment rental, and gasoline. Consider the value of the time you and your family will spend packing, loading, driving, and unloading.
- Consider the "you pack, we drive" alternative. This newer approach to moving may save you money and the hassle of driving a van or truck yourself.
- If using a professional mover, shop around and compare prices. Consider only licensed, bonded, and insured movers. Call your state's Department of Transportation to verify that a mover's license is valid and/or check with the Better Business Bureau or other consumer organizations in your area. Ask friends and the outgoing owners about their experiences with movers, and ask the movers themselves for references.
- Before you choose a mover, make sure you understand and are comfortable with:
 - The rates and charges that will apply
 - The mover's liability for your belongings
 - How pickup and delivery will work
 - What claims protection you have



2. Don't take it with you.

Sort through and sell, give away, or throw out belongings you don't use anymore. The rule of thumb: toss anything you haven't used in 2 years. Consider a yard sale or donation to a charity. When you are left with a workable inventory, start packing.



3. Stock up on packing supplies.

Boxes, packing tape, twine, labels, and newspapers are the essential tools for the do-it-yourself packer. They cost less in bulk, so make sure you have plenty on hand. Get used boxes from local stores, or purchase them from moving companies, office supply stores, or the Post Office. Remember that while packing yourself can save money, professional movers typically will not accept liability for damage to goods that they have not packed.

4. Schedule repairs and renovation work for your new home.

If your new home needs minor repairs or improvements, such as a fresh coat of paint in the living room, it may be easier to do that work before you settle in.

5. Plan ahead for moving day.

Most people move during the summer months, and the first and last weeks of the month are typically the busiest. You should reserve a truck at least 4 weeks prior to your move date if you are moving yourself. Professional movers will typically ask you to select a series of consecutive days when your goods can be loaded, & a second series of days to deliver. This allows flexibility & ensures your move stays on schedule.

6. Notify people of your move.

Let the Post Office know that you will be moving & indicate the date to begin forwarding mail to your new home. You can pick up a supply of Form 3576 address notification postcards to send to family, friends, and service providers.



7. Contact insurance providers.

Switch your homeowners or renters insurance policy to your new home, and obtain refunds on any unused portion of a policy. Ensure that all other coverage (auto, medical, life) will continue after your move.

8. Call utilities.

Contact gas, electric, telephone, cable TV, & other utility providers to request service disconnect/reconnect at your new address, at least 2 weeks before you move. Ask for final readings.

9. Get grounded.

Get a map of your new area to familiarize yourself with the streets and neighborhoods around your new home. Make sure you have a local phone book to find vital local services, especially for the first few nights when you may be living out of boxes. Subscribe to a local newspaper in your new community to learn more about local politics and community news.

10. Prepare for condo move-in.

If you are moving into a condominium or a co-op, you may need to schedule a move-in day with the building's management. Typically, large condo buildings require you to reserve the freight elevator for your move. You may be charged a fee for having the building maintenance personnel oversee your move.



11. Take care with pets.

Moving can be quite stressful for your pets, so try to ease their transition into your new home. During the move, keep their daily routines as normal as possible, and consider leaving them with a friend or in a kennel on moving day, to reduce any anxiety or confusion. Make sure they have identification tags, and that all vaccinations are current. If you need a new veterinarian, call the American Animal Hospital Association at 800-883-6301 for a referral.

12. Don't Lose Track of Your Belongings.

If you are packing yourself, do what the professionals do and mark each box with the name of the room it is going to and keep track of how many boxes are going to that room.

13. If You Use Movers, Really Use Them.

Movers can provide other services in addition to moving your belongings to your new home. Many will provide, with a few days notice, moving closets for your pressed clothes, and special carrying containers for china and other fragile items. If you have special considerations, such as an odd-shaped attic, six flights up, where the baby grand is kept, or an antique pinball machine, let them know in advance.

14. Be present on the BIG day.

When using movers, be on hand when they arrive and stay until they are finished. You will be asked to review and sign a bill of lading, essentially a receipt for your goods and the contract for their transportation. Make sure you understand and agree with everything on the document before you sign it, and keep a copy for yourself until all details of the move, including the delivery of your belongings, have been executed.

15. Happy moving and enjoy your new home!

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