



Moving & Packing Tips

The process of moving is long and complex. Being organized, knowing what needs to be done, and tackling tasks efficiently can make your move significantly less stressful. Here's a checklist to keep you on task and help make your move successful.

SIX TO EIGHT WEEKS BEFORE:

- Use up things that may be difficult to move, such as frozen food.
- Get estimates from professional movers or from truck rental companies if you are moving yourself.
- Once you've selected a mover, discuss insurance, packing, loading and delivery, and the claims procedure.
- Sort through your possessions. Decide what you want to keep, what you want to sell and what you wish to donate to charity.
- Record serial numbers on electronic equipment, take photos (or video) of all your belongings and create an inventory list.
- Change your utilities, including phone, power and water, from your old address to your new address.
- Obtain a change of address packet from the post office and send to creditors, magazine subscription offices and catalog vendors.
- Discuss tax-deductible moving expenses with your accountant and begin keeping accurate records.

TWO TO FOUR WEEKS BEFORE:

- If you're moving to a new community, contact the Chamber of Commerce and school district and request information about services.
- Make reservations with airlines, hotels and car rental agencies, if needed.
- If you are moving yourself, use your inventory list to determine how many boxes you will need.
- Begin packing nonessential items.
- Arrange for storage, if needed.
- If you have items you don't want to pack and move, hold a yard sale.
- Get car license, registration and insurance in order.
- Transfer your bank accounts to new branch locations. Cancel any direct deposit or automatic payments from your accounts if changing banks.
- Make special arrangements to move pets, and consult your veterinarian about ways to make travel comfortable for them.
- Have your car checked and serviced for the trip.
- Collect items from safe-deposit box if changing banks.

TWO TO THREE DAYS PRIOR:

- Defrost your refrigerator and freezer.
- Have movers pack your belongings.
- Label each box with the contents and the room where you want it to be delivered.
- Arrange to have payment ready for the moving company.
- Set aside legal documents and valuables that you do not want packed.
- Pack clothing and toiletries, along with extra clothes in case the moving company is delayed.
- Give your travel itinerary to a close friend or relative so they can reach you as needed.

ALL THINGS HOME

REAL ESTATE | DESIGN | CONSTRUCTION

BY KIM LEAVELL

UTILITIES & CONTACTS TO UPDATE WITH YOUR NEW ADDRESS

- Internet/TV
- Water/Sewer
- Electricity/Gas
- Trash/Recycling
- Post Office
- Employers
- Credit Cards/Bills/Recurring Subscriptions
- Online Services Requiring Current Address for shipping/Billing
- Vehicle Licenses
- Banks
- Insurance
- Schools
- Doctors/Veterinarians/Local Service Providers
- Transfer Prescriptions to New Pharmacy
- Cancel or Transfer Gym Membership
- Notify Government Agencies (SSI, VA, IRS, etc.)

MOVING SUPPLIES & TASKS

- Boxes
- Tape
- Pads/Blankets
- Packing Peanuts/Bubble Wrap
- Labels (so movers know in which room to put your boxes)
- Private list of valuables (with notes regarding which boxes contain them)
- Sealable bags (for liquids, electronic cables, etc.)
- Leave behind enough cleaning supplies to conduct a final cleaning once everything is out of the home
- Take photographs of your empty home to prove its condition at the time you moved out
- Make a plan for how large furniture will be carried into your new home (measure doorways, plot the best path to walk, etc.)
- Arrange for a locksmith to change the locks on your new home the day you move in
- Talk to your agent about a Home warranty

