# Moving Checklist

## 8 Weeks Before Your Move
- Start collecting estimates from moving companies.
- Budget for moving expenses.
- Create a “move file” to keep track of quotes, receipts and other important information.
- Start researching your new community.

## 7 Weeks Before Your Move
- Start compiling medical, dental, shot and prescription records.
- Ask doctors for referrals in your new city.
- Arrange to have school records and veterinarian records transferred.
- Gather copies of legal and financial records.
- Call your insurance agent to see what changes you need to make to your new policy.
- Contact health clubs, organization, and groups to cancel or transfer memberships.

## 6 Weeks Before Your Move
- Plan how you will move valuables and difficult to replace items (certified mail, or carry them with you).
- Begin purging your home. Separate items into those you will keep, donate or discard.
- Plan a garage sale.
- Start using items that can’t be moved such as frozen foods, bleach, and aerosols.

## 5 Weeks Before Your Move
- Order boxes and moving supplies.
- Begin packing items you don’t use often.
- Clearly label each box with its contents and the room it is destined for.
- Pinpoint your move date.
- File a change of address with the Postal Service, or ask them to hold your mail at the post office in your new city.
### 4 Weeks Before Your Move
- Reserve your moving truck.
- Notify these utility services of your move (both at your old and new locations):
  - Electric
  - Water
  - Gas
  - Telephone
  - Cell phone
  - Cable/Satellite and Internet
  - Sewer
  - Trash Collection
- Make travel arrangements for your pets.
- Put copies of pet medical and immunization records in your move file.
- Host a garage sale.

### 3 Weeks Before Your Move
- Plan how to transport your plants.
- Dispose of flammables, corrosives, and poisons.
- Have your automobile serviced.

### 2 Weeks Before Your Move
- Notify these professional services of your move:
  - Accountant
  - Attorney
  - Doctor
  - Dentist
  - Financial Planner
  - Health Insurance Provider
  - Insurance Agent
  - Schools
2 WEEKS BEFORE YOUR MOVE

- Notify these services/accounts of your move:
  - Auto Finance Company
  - Bank/Credit Union/Finance Companies
  - Credit Card Companies
  - Exterminator
  - Health Club
  - Home care service providers (lawn, exterminator, snow removal etc.)
  - Laundry service
  - Magazines
  - Monthly memberships (Netflix, book of the month, etc.)
  - Newsletters
  - Newspapers
  - Pharmacy
  - Store/Gas Charge Accounts

- Notify these government offices of your move:
  - City/County Tax Assessor
  - State Vehicle Registration
  - Social Security Administration
  - State/Federal Tax Bureau (IRS)
  - Veterans Administration
  - Confirm travel arrangements for pets and family.
  - Confirm parking for your moving trailer or moving container. Obtain permits if needed.
  - Plan meals for the last weeks to use up your food.
  - Assemble a folder of important info about your house for the next home owner.
1 WEEK BEFORE YOUR MOVE

☑ Review your moving plans with your family.
☑ Contact your bank or credit card company if you are planning to pay for your move by debit or credit card.
☑ Notify friends and family of your new address and phone number.
☑ Pack an essentials box to keep with you during the move.
☑ Drain gas and oil from lawn equipment, gas grills, heaters, etc.
☑ Drain water hoses and waterbeds.
☑ Measure furniture and doorways to determine if larger pieces will fit through the door.
☑ Empty and defrost refrigerator at least 24 hours before the move.
☑ Fill any prescriptions you will need during the move.

MOVING DAY

☑ Be familiar with our packing and loading tips and personally supervise hired labor.
☑ Place carpet, floor and door frame protectors throughout your home.
☑ Load goods in a pre-designated order, saving “last load” items for the rear of your shipment.
☑ Check every room and closet one last time to make sure nothing is left behind.
☑ Leave a note with your new address so that future residents can forward stray mail.

MOVING IN CHECKLIST

☑ Clean your new home
☑ Pick up any mail being held at the local post office.
☑ Unload your items and begin organizing your new home.
☑ Keep all receipts and documents in your move file and store it in an easy-to-remember location.
☑ Get a new driver’s license and automobile tags, register to vote, etc.
☑ Contact the local paper for a new subscription.
☑ Enjoy your new home!

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“Systems to Create a Moving Experience”™