

**RT** RESIDENTIAL  
T I T L E

# MOVING?

CHECKLISTS, PRINTABLES, AND  
EVERYTHING ELSE YOU NEED TO  
ORGANIZE YOUR NEXT MOVE



# MOVING CHECKLIST

## TWO MONTHS PRIOR TO MOVE

- Create a file or binder for your move. Keep all estimates, receipts, contracts and inventory list and this checklist in one place.
- Research moving companies or rental vehicles.
- Start student transfers, and transfer or get copies of medical records, including veterinarian records for your pets.
- Designate an area for the stuff you want to sell donate, or throw away.



## ONE MONTH PRIOR TO MOVE

- Buy your moving supplies – markers, labels, tape, bubble packing, boxes, box cutter, etc.
- Book and confirm your mover or rental vehicles.
- Make travel arrangements if moving out of the area, and any special arrangements for child care or pet care.
- Submit your change-of-address form with the post office.
- Change your address with the IRS and creditors.
- Get referrals for new doctors in the area you’re moving to.
- Update your insurance policies (home, auto, etc.).
- Check with your insurance company to see if your belongings are covered during the move.
- Contact your utility companies – electricity, water, phone, internet, cable. Try to overlap connections by a day or two so you have service in both your old and new homes.
- Cancel or change the address services like lawn care, pool cleaning, newspaper and magazine delivery, and home security companies.
- Start packing! Begin with items you don’t use regularly, label every box with the name of the destination room in your new home. Add your boxes and contents to your inventory list.
- Create a “first-day” box so you’ll have easy access to the things you’ll need first, like charging cords, toiletries, medications, a box cutter and garbage bags.



# MOVING CHECKLIST

## TWO WEEKS PRIOR TO MOVE

- Finish your change-of-address notifications with your employer, friends, relatives, neighbors, organizations, etc.
- Forward your medical records to your new doctor, and transfer prescriptions to your new pharmacy. Pick up refills before you move, for you and your pets.
- Take your car in for a tune-up and tire check if you'll be driving a long distance.
- Update your address with your bank(s), order new checks and transfer your safety deposit box contents to your new bank if you aren't moving far.
- Schedule a donation pickup so these items are out of your way a few days before you move.
- Reduce your food supplies. Throw away expired items, donate any non-expired items you won't use.



## ONE WEEK PRIOR TO MOVE

- Gather and set aside important documents. You'll want to carry these with you in the move.
- Return items that you borrowed – movies, books, garden equipment, etc.
- Start cleaning! Leave a clean home for the new owners/renters.
- Pack a suitcase of short-term items you'll need in your new home, such as pajamas and a few changes of clothing, so you don't have to hunt through boxes to find them. If you have children, pack clothes for them too, along with a favorite toy to help them feel at home.

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- \_\_\_\_\_
- \_\_\_\_\_



# MOVING CHECKLIST

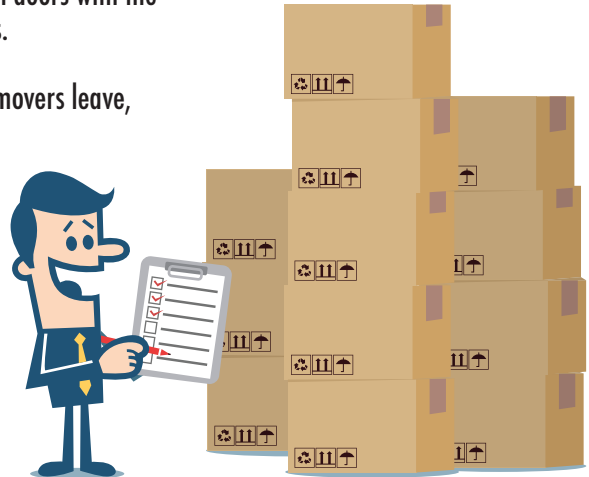
## A FEW DAYS PRIOR TO MOVE

- Confirm your moving details with the movers and make sure they have your contact information. Also make sure you have the payment ready, and money for a tip.
- Change your address with the DMV – update driver’s licenses and license plates.
- Buy bottled water and snacks for your movers and family on moving day.
- Defrost the freezer and clean out the fridge – you’ll be glad you did it before your move!
- \_\_\_\_\_
- \_\_\_\_\_

## MOVING DAY!

- Supervise the movers, confirm final details (address, delivery time, cross-check the estimate).
- Write down utility meter readings to check against the final bill.
- Arrive at your new home before the movers. Put sticky notes on the room doors with the names of the rooms from the box labels, to help better direct the movers.
- Check and confirm your inventory list, sign the bill of lading before the movers leave, and keep a copy.

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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_





# CHANGE-OF-ADDRESS NOTIFICATION CHECKLIST

## PROFESSIONAL SERVICES

- Attorneys and Accountants
- Insurance Companies (home, auto, life, medical)
- Doctors, Dentists, Pharmacists and other Medical Professionals
- Veterinarian
- \_\_\_\_\_
- \_\_\_\_\_

## COMMUNITY

- Friends & Family
- Employer
- Schools
- Alumni Associations
- Charity and Nonprofit Organizations
- Church Groups
- Pet Licensing (some counties/states)
- \_\_\_\_\_

## HOME & UTILITY SERVICES

- Telephone, Internet and Cable Services
- Gas and Electric
- Home Security
- Magazines and Newspapers
- Home Deliveries such as Bottled Water
- Home Services such as Pool Cleaner or Gardener
- \_\_\_\_\_
- \_\_\_\_\_

## FINANCES

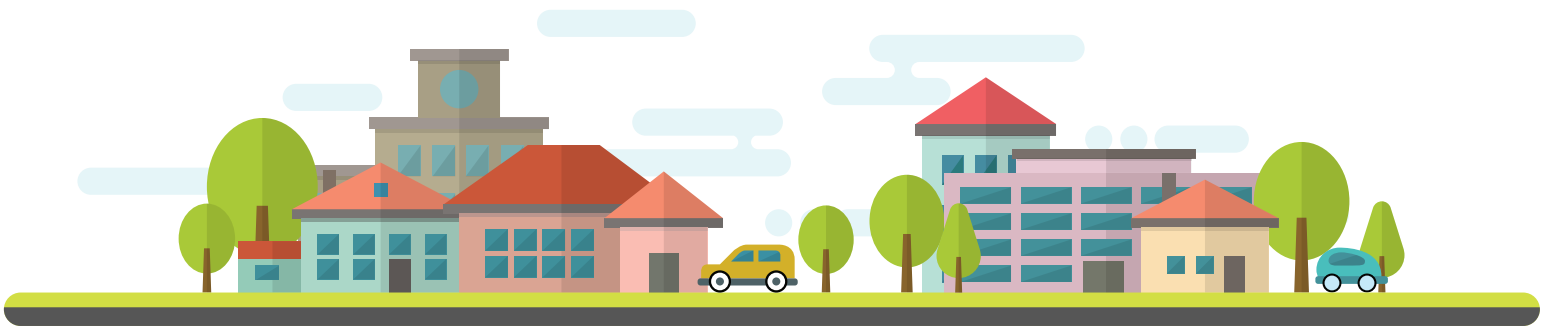
- Credit Card Accounts
- Banks, Credit Unions and Lenders (home and auto)
- Online Merchants
- \_\_\_\_\_

## GOVERNMENT AGENCIES

- U.S. Postal Service
- Internal Revenue Service
- Department of Motor Vehicles
- Citizenship and Immigration Services (non-citizens)
- Department of Veteran Affairs
- Social Security Administration
- Voter Registration
- \_\_\_\_\_
- \_\_\_\_\_

## TRANSPORTATION

- Airline Frequent Flyer Accounts
- Emergency Road Service
- \_\_\_\_\_



# MOVING COMPANY CONTACT SHEET

Make copies of this sheet for each moving company you contact for quotes.

**COMPANY NAME** \_\_\_\_\_

Company Contact \_\_\_\_\_

Company Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

How long has the company been in business? \_\_\_\_\_

Are the movers employees or do they contract out? \_\_\_\_\_

Are the workers adequately insured? \_\_\_\_\_

What is the company's Department of Transportation License number? \_\_\_\_\_

Confirm license and check complaints at [ProtectYourMove.gov](http://ProtectYourMove.gov)

Date of estimate \_\_\_\_\_

Estimate (make a note of what is included, whether the price is guaranteed, and what might warrant additional charges.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

References \_\_\_\_\_

Check Better Business Bureau

Scheduled/Available Move Date(s) \_\_\_\_\_

Notes \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





# MOVING LABELS (COMPATIBLE WITH 15664/18664 AVERY SHIPPING LABELS, 6 PER SHEET - 3 1/3 X 4 INCHES)

## KITCHEN

CONTENTS



BOX # \_\_\_ OF \_\_\_

## MASTER BEDROOM

CONTENTS



BOX # \_\_\_ OF \_\_\_

## BEDROOM

CONTENTS



BOX # \_\_\_ OF \_\_\_

## BEDROOM

CONTENTS



BOX # \_\_\_ OF \_\_\_

## LIVING ROOM

CONTENTS



BOX # \_\_\_ OF \_\_\_

## DINING ROOM

CONTENTS



BOX # \_\_\_ OF \_\_\_

**MOVING LABELS** (COMPATIBLE WITH AVERY 15664/18664 SHIPPING LABELS, 6 PER SHEET - 3 1/3 X 4)

**FAMILY ROOM**

CONTENTS

**GARAGE**

CONTENTS



BOX # \_\_\_ OF \_\_\_



BOX # \_\_\_ OF \_\_\_

CONTENTS

CONTENTS



BOX # \_\_\_ OF \_\_\_



BOX # \_\_\_ OF \_\_\_



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