

# Moving Checklist

There are 3 basic rules of thumb when preparing for a move, store it, donate it, throw it away.

## Where should you start?

1. Interview a moving company and determine what services you need.
2. Determine insurance coverage.
3. Discuss packing & unpacking labor.
4. Use basic rules to box or stored items

## What items should not be forgotten?

1. Ask for a doctor and dentist referrals.
2. Transfer school and medical records.
3. Request copies of renewable prescriptions.
4. Ask friends to return loaned items such as books, tools, etc.
5. Close out old bank accounts before you move.

## What services should be discontinued?

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> Fuel Oil               | <input type="checkbox"/> Electric  |
| <input type="checkbox"/> Water department       | <input type="checkbox"/> Phone     |
| <input type="checkbox"/> Gas                    | <input type="checkbox"/> Cable     |
| <input type="checkbox"/> Refuse Removal Service | <input type="checkbox"/> Newspaper |

*Obtain refunds on any deposits made.*

## What personal accounts require an address change?

- |   |  |
|---|--|
| <input type="checkbox"/> Post office          | <input type="checkbox"/> Credit cards                      |
| <input type="checkbox"/> Magazine             | <input type="checkbox"/> Employer                          |
| <input type="checkbox"/> Vehicle registration | <input type="checkbox"/> Insurance<br>(auto, health, etc.) |

## Are there last minute details for moving day?

1. Check closets, cabinets, and storage lockers for overlooked articles.
2. Prepare your electronic and appliance items for shipment.
3. Carry jewelry and documents, or use registered mail.
4. Leave your phone connected throughout the moving day.

## How should you prepare for delivery at your new address?

1. Be on hand to accept delivery at the new location.
2. To assistance movers, place a floor plan/diagram at the entrance of the home.
3. Check to be sure that nothing was damaged during the transportation process.
4. Check on service of telephone, gas, electricity and water.

## What new tasks should be completed?

1. Select a bank in your new town and open accounts, checking, savings, etc.
2. Register children in school and arrange transportation.
3. Obtain a new driver's license and register your car.
4. Prepare change of address cards for friends and relatives.

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