



The Ultimate Moving Checklist

Download & print a copy of this check list to help make your move as smooth and painless as possible.

Getting Ready

- | | | |
|--------------------------|---|---|
| <input type="checkbox"/> | Pick move date | Set the big day so you something to work toward |
| <input type="checkbox"/> | Set a moving budget | Packing materials, moving costs, insurance, etc. |
| <input type="checkbox"/> | Create a moving file | All moving related documents in one place! |
| <input type="checkbox"/> | Hire movers / rent truck | Depending on what your moving budget allows |
| <input type="checkbox"/> | Purchase moving insurance | Optional, but can provide peace of mind |
| <input type="checkbox"/> | Arrange child and/or pet care | Keep them safe and out of the way during the move |
| <input type="checkbox"/> | Book time off for move | Some companies offer time off for moving |
| <input type="checkbox"/> | Announce move date | Let friends, family, & co-workers know you're moving |
| <input type="checkbox"/> | Schedule helpers | Even if you have movers, helpers can be handy |
| <input type="checkbox"/> | Confirm moving requirements | If moving into an apartment or condo |
| <input type="checkbox"/> | Book elevator for move day | If moving into an apartment or condo |
| <input type="checkbox"/> | Confirm parking for moving truck | You may need a permit for moving day |
| <input type="checkbox"/> | Determine load-in points | What will fit, and how to get it into the house |
| <input type="checkbox"/> | Return library books & rentals | You don't want to move these things with you |
| <input type="checkbox"/> | Medical records | Gather important documents in a safe place |
| <input type="checkbox"/> | Fill Prescriptions | You don't want to run out mid-move |
| <input type="checkbox"/> | Plan your route | Especially if you're moving long distance |
| <input type="checkbox"/> | Take a photo inventory | Take pictures of your belongings in case things get lost |
| <input type="checkbox"/> | Back up computers | Just in case... |
| <input type="checkbox"/> | Cook meals | Use what's in the fridge and freezer instead of moving it |
| <input type="checkbox"/> | Donate non-perishables | Donate canned & dry goods to the local Food Bank |
| <input type="checkbox"/> | Take pictures of your electronics | As an easy reference for what cord went where |
| <input type="checkbox"/> | Research the new neighborhood | Find stores, restaurants, services, etc. near the new you |
| <input type="checkbox"/> | Moving day playlist | Music helps to motivate! |

QUICK TIP: Mid-week moves tend to be cheaper for moving companies than weekend moves. If you can, aim to move in the middle of the week, but book the remainder of the week off so that you have those days and the weekend to get your new home organized.

Get Your Packing Supplies in Order

- | | | |
|--------------------------|---------------------------|---|
| <input type="checkbox"/> | Packing boxes | New or used from local stores |
| <input type="checkbox"/> | Bubble wrap | For your most fragile items |
| <input type="checkbox"/> | Packing paper | Kraft or newspaper will do for most items |
| <input type="checkbox"/> | Packing tape | To properly seal boxes |
| <input type="checkbox"/> | Garment bags | Heavy Duty trash bags will often do |
| <input type="checkbox"/> | Plastic baggies | For all loose screws, batteries, etc. |
| <input type="checkbox"/> | Thick felt markers | For labeling boxes with room & contents |
| <input type="checkbox"/> | Moving labels | Optional, but very handy |
| <input type="checkbox"/> | Plastic wrap | For wrapping up loose items |
| <input type="checkbox"/> | Egg cartons | Perfect for packing jewelry |
| <input type="checkbox"/> | Rubber bands | Useful in hundreds of ways |

QUICK TIP: To keep bottles from leaking during the move, open the bottle and wrap the cap with plastic wrap before putting the cap back on. This helps create a stronger seal.

QUICK TIP: Socks, scarves, and towels can often be used in place of packing peanuts for an environmentally friendlier way to protect your fragile items.

QUICK TIP: Consider searching on Craigslist for free, used moving boxes. Flatten and put your moving boxes back up on Craigslist when you're done your move.

Packing Up Your Home

<input type="checkbox"/>	Create an inventory list	To track each box and its contents
<input type="checkbox"/>	Number your boxes	You'll know how many you have if one goes missing
<input type="checkbox"/>	Set up a packing supplies station	Keep all your supplies in one place
<input type="checkbox"/>	Create donate pile(s)	Moving is a great opportunity to purge, purge, purge
<input type="checkbox"/>	Pack other belongings	Gym locker? Safety deposit box? Etc.
<input type="checkbox"/>	Create "Unpack First" Boxes	One for each key room – Kitchen, Bathroom, Bedrooms
<input type="checkbox"/>	Create "I Will Move This" area	Put things you will bring by yourself in this space
<input type="checkbox"/>	Separate hazardous items	Some things need special handling
<input type="checkbox"/>	Pack off-season items	Get these packed up and out of the way
<input type="checkbox"/>	Pack collectables & knick-knacks	You'll be fine without these for a few weeks
<input type="checkbox"/>	Pack guest room(s)	Unless you are expecting company before the move
<input type="checkbox"/>	Pack storage room(s)	And purge as much as possible while doing so
<input type="checkbox"/>	Pack cold cellar/pantry	Keep a few essentials, if you must
<input type="checkbox"/>	Pack china cabinet	You won't be needing those fancy plates right now
<input type="checkbox"/>	Pack family photos	Photo albums & framed photos can all be packed early
<input type="checkbox"/>	Pack books & movies	You can live without these while you're moving
<input type="checkbox"/>	Pack any "Collections"	Be it comic books or stamps, pack 'em now!
<input type="checkbox"/>	Pack decor accents	Organize these by color or category, not room
<input type="checkbox"/>	Pack linen closet	Use these items as padding while you're packing
<input type="checkbox"/>	Pack yard/shed	Keep a couple of essentials to do yard cleanup
<input type="checkbox"/>	Pack files & records	Put these in the "I Will Move This" area
<input type="checkbox"/>	Pack dishes	Dishes should be packed vertically (like vinyl albums)
<input type="checkbox"/>	Pack a suitcase	Enough to get each person through the first few days
<input type="checkbox"/>	Balance the weight	Light items in larger boxes, heavy items in smaller boxes
<input type="checkbox"/>	Wrap hanging clothes	Keep on the hangers and cover with garment/trash bag
<input type="checkbox"/>	Pack room-by-room	Tackle what's left, one room at a time
<input type="checkbox"/>	Disassemble beds the night before	Sleep on just the box spring and mattress for one night
<input type="checkbox"/>	Keep older towels and sheets out	These can be used to wrap and protect furniture

QUICK TIP: *If possible, move as many of your packed boxes into a room close to the front door before move day. This will speed up the move and can save you time & money.*

QUICK TIP: *Label boxes on the top and 2 sides, so that you can easily see what's in the box while you're carrying it or if it's buried in a pile of boxes.*

Create a Move Day Essentials Box

- | | |
|--|---|
| <input type="checkbox"/> Toilet paper | <input type="checkbox"/> Cleaning spray |
| <input type="checkbox"/> Pain medication | <input type="checkbox"/> Dish soap |
| <input type="checkbox"/> Light bulbs | <input type="checkbox"/> Hand / body soap |
| <input type="checkbox"/> Paper towels | <input type="checkbox"/> Toothbrush & toothpaste |
| <input type="checkbox"/> Band-Aids | <input type="checkbox"/> Deodorant |
| <input type="checkbox"/> Hand sanitizer | <input type="checkbox"/> Phone charger |
| <input type="checkbox"/> Basic tool kit | <input type="checkbox"/> Cash (for tipping, coffee, etc.) |
| <input type="checkbox"/> Bottled water | <input type="checkbox"/> Batteries (a few of each type) |
| <input type="checkbox"/> Snacks | <input type="checkbox"/> Pet food (if you have a pet) |
| <input type="checkbox"/> Box cutters / utility knife | <input type="checkbox"/> Lighter or matches |

QUICK TIP: Keep the emergency/essentials in a separate box or storage tote and bring it to the new house first, that way you have what you need at your fingertips, just in case.

QUICK TIP: Even if your current home is on the market, you can still pack. Just stack boxes neatly in one corner of the room but try to keep them out of line of site from the front door.

QUICK TIP: For most local moves, you can leave the clothing in the dresser drawers but pack up any small, loose, or valuable items that could get lost if the dresser drawer tipped over during the move.

Changing Your Address Before You Move

<input type="checkbox"/>	Utilities	To set up/close/move your accounts
<input type="checkbox"/>	Subscriptions	Magazines, catalogs, newspapers you want to receive
<input type="checkbox"/>	Recurring orders	Any auto-fill orders should be updated
<input type="checkbox"/>	Online stores	Add your new address to your favorite checkouts
<input type="checkbox"/>	Post Office	Put in a change of address request to forward mail
<input type="checkbox"/>	DMV	By law, you need to update this after you move
<input type="checkbox"/>	Insurance	Update your Life, home, auto, etc. insurance companies
<input type="checkbox"/>	Government / Tax	Contact the various service agencies to update
<input type="checkbox"/>	Family & friends	Keep those close to you aware of your new location
<input type="checkbox"/>	Employer	Let your HR department know your new address
<input type="checkbox"/>	School(s)	Even if you are staying in the same school district
<input type="checkbox"/>	Banks & financial institutions	And order new checks with your new address
<input type="checkbox"/>	Doctors & Dentists	If you are changing doctors, get a medical transcript
<input type="checkbox"/>	Sports & club memberships	To stay informed
<input type="checkbox"/>	Current house / landlord	Provide a forwarding address for mail that slips through
<input type="checkbox"/>	Voter registration	Protect your right to vote!

QUICK TIP: Take your existing locks (and the keys) to the local hardware or home improvement store and they can change the locks for FAR less than it would cost to hire a locksmith.

QUICK TIP: Make a running list of all mail that comes in over a 30 - 60 day period. This will help you remember the important places that will need your new address. After the fact, your "forwarded" mail from the old address will let you know who you might have forgotten.

Moving Day!!!

<input type="checkbox"/>	Set an alarm	Get up early to handle last minute stuff
<input type="checkbox"/>	Remind friends/family/helpers	Text everyone who volunteered to help to remind them
<input type="checkbox"/>	Protect your floors	Put down mats (movers will do this for you)
<input type="checkbox"/>	Help but don't hinder	Hired movers? Help guide but don't get in their way
<input type="checkbox"/>	Valuable / important items	Keep these in the car or the rental truck cab
<input type="checkbox"/>	"I Will Move This" items	Use your helpers to put these into personal vehicles
<input type="checkbox"/>	Fill the shelf	If your box truck has a ledge, fill it with boxes
<input type="checkbox"/>	Load heaviest items	Appliances should go in the front of the box truck
<input type="checkbox"/>	Load mattresses & box springs	Strap mattresses to the left side of the truck
<input type="checkbox"/>	Open furniture	Desks & tables in the middle with heavy boxes under
<input type="checkbox"/>	Sofas / couches	Load on the opposite side of your mattresses
<input type="checkbox"/>	Heavy boxes	Load in the center of the back of the truck
<input type="checkbox"/>	Small boxes, etc.	Place smaller items behind and around your other items
<input type="checkbox"/>	Strap it all down	Use straps and moving pads to keep things from shifting
<input type="checkbox"/>	Do a walk through	Make sure nothing is forgotten before closing the truck
<input type="checkbox"/>	Take pictures of your new home	Before you move in, create a record of how it looked
<input type="checkbox"/>	Take food / beverage breaks	Between the move out and the move in
<input type="checkbox"/>	Protect your new floors	Put down mats (movers will do this for you)
<input type="checkbox"/>	Assign a guide	To direct what goes where in your new home
<input type="checkbox"/>	Keep paths clear	Do not put boxes in high traffic areas
<input type="checkbox"/>	Double-check placement	Make sure large items are in the right room/area
<input type="checkbox"/>	Tip your movers	\$4-\$5/hour per mover, if they did an awesome job
<input type="checkbox"/>	Order food / beverages	To thank your helpers
<input type="checkbox"/>	Check your connections	Make sure your utilities, Internet, etc. are working
<input type="checkbox"/>	Set up beds	So that there is a place to sleep after a long, hard day
<input type="checkbox"/>	Unpack the coffee maker	You're going to need this!
<input type="checkbox"/>	Unpack main bathroom essentials	Get shower & toiletries ready so you can feel human
<input type="checkbox"/>	Change the locks	You never know who has keys to your new home
<input type="checkbox"/>	Make copies of your keys	Do this IMMEDIATELY before you lose your only set

QUICK TIP: *If you get possession of your new home before move day, you can do some of these things early, such as moving valuables and fragile items, setting up your utilities, and changing the locks.*

Last Check of Your Old Home

- | | | |
|--------------------------|---------------------------------------|--|
| <input type="checkbox"/> | Check all closets | Don't leave things hanging |
| <input type="checkbox"/> | Check all cupboards | Use a step ladder to check the top shelf |
| <input type="checkbox"/> | Check storage room | Make sure it was thoroughly emptied |
| <input type="checkbox"/> | Check the furnace room | Check around the furnace for dropped items |
| <input type="checkbox"/> | Check the shed | Make sure you grab your yard tools |
| <input type="checkbox"/> | Check the fridge & freezer | Unless you moved them with you |
| <input type="checkbox"/> | Check the oven | Make sure you didn't forget something in there |
| <input type="checkbox"/> | Check under the stairs | You'd be amazed what can hide beneath the stairs |
| <input type="checkbox"/> | Check in the attic | If you have a storage attic, check it again |
| <input type="checkbox"/> | Sweep & clean | Don't leave garbage or dirty surfaces behind |
| <input type="checkbox"/> | Do a full walk through | One last look, and a chance to say goodbye! |
| <input type="checkbox"/> | Close & lock all windows | And close the blinds or drapes (if they are left behind) |
| <input type="checkbox"/> | Take pictures | For proof that you left the place clean and tidy |
| <input type="checkbox"/> | Leave a goodbye gift | A small token to welcome the new family |
| <input type="checkbox"/> | Lock the doors | So that nobody can do damage after you're gone |
| <input type="checkbox"/> | Return / leave the keys | Make sure to get your key deposit back (if applicable) |

QUICK TIP: Flatten boxes as you unpack them and collect them in one place. You can post them on Craigslist or a local classified site for free pickup by another mover.

QUICK TIP: Keep one or two open but unpacked "last minute boxes" so that you can easily pack up anything you find during your final check.

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