



ULTIMATE MOVING CHECKLIST

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TWO MONTHS BEFORE

- Start figuring out what stays and what goes. Gather any unwanted items – it's time to purge!
- List things that need repaired, replaced or cleaned up before you move.
- If you have children moving to a new school district, register them with their new school and start transferring their records.
- Start saving for moving related expenses like hotel, storage, utility setup, etc.

ONLY TWO WEEKS LEFT!

- Use up items you will not be able to move easily: like frozen food, pantry items and aerosols
- Notify your employer if you will be taking any time away from work to coordinate your move.
- Collect valuables and documents that will travel with you: birth certificates, marriage licenses, vehicle titles and registrations, insurance paperwork, medical records, bank records, school records, veterinary records, fine jewelry, etc.
- Take photos of any wire configurations for televisions, etc. for easy set up later.

SIX WEEKS BEFORE

- Call us to book your move! Be sure to book well in-advance as we have a limited number of moving experts on staff. Since we only hire the best, we do not overbook our calendar by hiring untrained day-laborers.
- File your change of address with the Postal Service.
- If you're packing your items yourself, buy supplies like packing paper, boxes, tape, markers, mattress covers, etc. Pack your items room by room – labeling each room and any boxes that contain fragile items. Or, leave the tedious packing to us! We will come equipped with all of the necessary supplies to take care of the packing for you.

IT'S MOVING WEEK!

- Pack a travel bag and an "Open Me First Box" for things like like: travel clothing, spare keys, medications, toiletries, bedding, lightbulbs, basic tools and kitchen essentials.
- Arrange for or deep clean your current and new home.
- Empty and defrost your freezer and refrigerator.
- Confirm your change of address has been successfully processed and update address with subscription based deliveries

ONE MONTH BEFORE

- Contact home providers (electric, gas, telephone, internet, water, etc.) to arrange to discontinue or transfer your services.
- Donate unused items to charities (keep donation records to deduct at tax time) and sell any items left after donations.
- Get copies of school, medical, and veterinarian records and ask your current providers for referrals in your new area.
- Let your bank and credit card companies know that you will be moving.

IT'S MOVING DAY!

- Get excited for your fresh start and have snacks and water handy for yourself and your family.
- Exchange cell phone numbers with your movers and provide precise directions to your new home.
- Check all closets and drawers to make sure you are not leaving anything behind.
- Lock all windows and doors to protect the home that you are moving from.
- Leave garage door openers, etc. for the next residents.