

MOVING CHECKLIST

Moving can be complicated. But, with some preparation and organization, your move can be a positive, uplifting experience that helps you close one chapter in your life, and begin an exciting new one in your new home! Davidson Realty provides a moving list that serves as a general guide for navigating your upcoming move.

Moving Date: _____

TWO MONTHS BEFORE

Date: _____

Get organized.

Create a moving folder where you will keep quotes, estimates, receipts, bills of lading, household inventory, packing lists and other important information. Remember to keep moving-related receipts as many moving expenses are tax deductible.

Get quotes from moving companies.

It is recommended that you get at least three quotes in writing prior to booking. Be sure to account for moving everything including large indoor items (e.g. piano, treadmill) and outdoor items (e.g. backyard playset, grill).

Assess your stuff.

Begin by photographing your expensive items to track them (or even have them insured) during your move. Take inventory of your home's items and determine how much packing supplies will be needed. This is also a great time to plan a garage sale!

Begin to pare down.

Now is the ideal time to evaluate and weed out all the stuff you've accumulated over the years. Go through each room of your house and decide what you'd like to keep and what can go. You may want to separate items into three categories: Keep, sell or donate. Get the entire family involved in this project!

Research your new community.

This includes schools, organizations and businesses that you might need to utilize once you move.

Notes:

SIX WEEKS BEFORE

Date: _____

Order supplies.

Once you have an idea of the amount you will be moving, purchase boxes, bubble wrap, strong tape and permanent markers. Don't forget to order specialty containers such as dish barrels or wardrobe boxes. Save money by asking retail stores for their discarded boxes.

Use it up!

Start using up items that you don't want to move like frozen and perishable foods. This also includes cleaning supplies, open paint cans and grill propane tanks. Items that are hazardous, flammable, combustible or explosive should either be used up or discarded before you move.

Take measurements.

If possible, check room dimensions at your new home and make sure larger pieces of furniture will fit through the door.

Arrange for storage.

If you anticipate the need to rent a storage unit, now is a good time to reserve a space near your new home.

Notes:

FOUR WEEKS BEFORE

Date: _____

Get a jump on packing.

Go ahead and pack items you rarely use or need. This includes anything from the fondue set and Christmas dishes. Make sure to declare, in writing, any items valued more than \$100 per pound. And most importantly, LABEL EVERYTHING. Make your labeling large and clear, and include the room for which the box is intended and whether the contents are fragile.

Prepare for school transfers.

If you have children, notify old and new schools and arrange for the transfer of school records and transcripts.

Plan for transition of pets.

This is an important consideration if you are moving further than across town. Also, plan careful transport of your live house plants.

Notes:

TWO WEEKS BEFORE

Date: _____

Organize your records and arrange transition with service providers.

Here's where your moving folder will get a workout! Gather medical records and referrals to new doctors, legal and financial documents, change of address forms (including an IRS Change of Address Form 8822) and any other documentation to aid in the transition. Alert important contacts about your move, including the following:

- Utilities companies
- Phone/internet provider
- Banks & credit unions
- Employer's HR department
- Accountant
- Financial planner
- Attorney
- Doctors, dentist & pharmacy
- Health insurance provider
- Auto & home insurance agent
- Credit card & finance companies
- Garbage collection service
- Home service providers (lawn care, cleaners)
- Monthly memberships (health club, Netflix)
- Newspapers & magazines
- City/county tax assessor
- Department of Motor Vehicles
- Social Security Administration
- Internal Revenue Service
- Veterans Administration, if applicable

Confirm travel & moving arrangements.

Call to confirm travel arrangements including airfare/rental cars, moving trucks, storage units and parking for moving vehicles. Confirm closing and move-in dates with your real estate agent. Run through contingency plans if movers are running late or other delays arise. Also, ensure arrangements are in place for children and pets during moving day activities.

Ensure your car is moving ready.

Be sure to get an oil change and maintenance out of the way, especially if you're making a lengthy drive on moving day.

Notes:

ONE WEEK BEFORE

Date: _____

Refill prescriptions.

Stock up on prescriptions you'll need during the next couple of weeks.

Drain flammable liquids from lawn equipment.

Do this at least one week prior so your equipment is dry and safe on moving day.

Ready your refrigerator & freezer.

Empty, clean and defrost your refrigerator/freezer and use baking soda to remove any odors.

Tie up any loose ends.

Be sure to return borrowed items and library books, and empty any gym, school or work lockers. Make certain no lingering tasks are left (e.g. shirts at the dry cleaner, library fines).

Notes:

A FEW DAYS BEFORE

Date: _____

Pack an essentials moving bag.

Pack suitcases for everyone in the family with enough clothes to wear for a few days. Essential items also include toilet paper, snacks, bottled water, toiletries, towels, cell phone chargers, light bulbs, tool kit, scissors, flashlight, trash bags, paper towels, bed linens, pet food and pet litter.

Prepare your computer for the move.

Disconnect and disassemble your computer and peripherals. Back up your computer files on a file hosting service or external hard drive (carry your external hard drive with you as exposure to extreme temperatures can result in damage).

Finish packing.

Pack up and label clothes, dishes and other frequently used items. Since these items are used often, label the boxes "Load Last" so they are the first boxes off the truck when you arrive. Separate and denote boxes with expensive jewelry and heirlooms to personally oversee their transport.

Have payment ready.

To avoid unnecessary hassle, make sure payment is arranged for the moving company before moving day, and don't forget a tip!

Notes:

MOVING DAY

Date: _____

Coordinate with the movers.

Ensure you have the moving company's contact information with you in your moving folder, and confirm that the movers have your phone number and exact address of your new home.

Prep for the new owner.

Gather all keys, alarm codes, appliance manuals and garage door openers and place them in a folder for the new owner or real estate agent. If you don't have professional cleaners coming in, make sure you clean your home before leaving.

Notes:

AT YOUR NEW HOME

Date: _____

Complete a walkthrough.

Welcome home! Complete the walkthrough with your real estate agent to make sure everything is where it should be and in working order.

Prepare your home for moving in.

Tape names to doors that correspond to labels on boxes to assist movers, and prepare your new home for moving to prevent any damage (e.g. lay down plastic, protect doorways). Tip: Moving is a tough job so it's a nice gesture to have bottled water on hand for your movers!

Notes:

===== **ENJOY YOUR NEW HOME!** =====