



## Preparing To Move Checklist

### WEEKS BEFORE THE MOVE

- Get rid of everything you don't want moved.
- Book elevators and make arrangements to have a truck parked in front of both locations for up to 4 hours.
- Make a list of people and businesses to notify about your new address.
- Get packing supplies: boxes, tape, paper/bubble wrap for delicate items.
- Have your items insured. High value items will need verified values in advance of a move.
- Label items as you pack with rooms designated on them so you can check them off as you go.
- Check all furniture and note any scratches or dents.
- Drain all fluids from hoses, lawn mowers, propane tanks, etc.

### DAYS BEFORE THE MOVE

- Take down and pack all pictures and hanging items.
- Make sure all loose items and electronics are packed.
- Remove all fragile items from dressers and desks.
- Clean out and pack the bathrooms—you'll need these items right away at the new place.
- Remove blankets and linens from beds and pack them up.
- Pack a bag with a change of clothes and toiletries to keep with you for the first night.

### MORE PACKING TIPS

- Set a goal: 1 room per day per person should give you enough time. Budget more for rooms with fragile items.
- Remember: the heavier the item, the smaller the box.
- One room in a box. It makes organizing the new place much easier.
- Boxes that aren't full aren't stackable. If you can't fill a box, stuff the remaining space with paper.
- Don't pack boxes on moving day. You'll end up losing track of things.

### ACCESS FOR MOVERS:

- Secure designated parking as close to the house or apartment as possible.
- If there is a difficult area to move things through, having items empty and disassembled helps.
- Any dressers that have more than 3 rows should be emptied. Drawers can be left in because they take less space as one piece.

Once you've completed all these steps for move prep, you should be all set for a smooth moving experience!