

The following list is a checklist of what you need to do on a move to ensure that no difficulties arise. Remember, you do not have to take everything with you, only that you really want and need, and sell the rest. Not all of these will apply to everyone.

Four to Six Weeks Prior

- Arrange movers
- Arrange trucks and friends
- List items to insure (valuables)
- Arrange moving insurance

Two to Three Weeks Prior

(notification of old and new)

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Doctor | <input type="checkbox"/> Dentist |
| <input type="checkbox"/> Lawyer | <input type="checkbox"/> Broker |
| <input type="checkbox"/> Accountant | <input type="checkbox"/> FinanceCo's |
| <input type="checkbox"/> Bank | <input type="checkbox"/> Credit Cards |
| <input type="checkbox"/> MVA/MVD | <input type="checkbox"/> CAA |
| <input type="checkbox"/> Rev. Can. | <input type="checkbox"/> Memberships |
| <input type="checkbox"/> Publications | <input type="checkbox"/> Post Office |
| <input type="checkbox"/> School | <input type="checkbox"/> Cable |
| <input type="checkbox"/> Phone | <input type="checkbox"/> Gas |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Fuel |
| <input type="checkbox"/> Water | |
| <input type="checkbox"/> Internet | |
| <input type="checkbox"/> Insurance – life, P&C, accident | |

One Week Prior

- Defrost fridge & freezer
- Transfer bank accounts
- Drain fuel & oil from power equip.
- Drain hoses
- Pack items to be taken in car and label, do not move
- Gather & pack valuables
- Send all items out to be cleaned
- Remove all moveable fixtures
- Get car serviced

Moving Day

- Pack a box of basics (see right hand column for a detailed list)
- Pack suitcases for trip

moving day continued...

- Remove all linens
- Conduct last minute walk through, checking all closets, windows, lights and doors

DO's

- Label everything clearly and make a Complete inventory list – check off when loading
- Keep copies of inventory, bills of lading, service orders and cancellations, estimates, phone #s etc. with you always
- Carefully wrap liquids, cleansers, shampoos, toxins, etc.
- Back up your PC
- If you're moving appliances, have the motors bolted.
- Time any repairs or purchases with move so delivery is direct
- Involve the whole family

DON'Ts

- Do not pack flammables – dispose of at proper outlets.
- Do not pack without labeling or organizing

Upon Arrival

- Check new home for existing damage before movers enter
- Check off boxes from complete list when unloading
- Have movers put items into appropriate rooms directly
- Place your box of basics in an area that will remain easily accessible and tell movers to leave

Day After Move-In

- If rural property – Take water sample

Box of Basics

*** Take this box of basics with you, not with the movers and keep it readily available.*

- 2-4 black markers
- 7 rolls of masking tape
- Scissors
- Tissues
- Toilet Paper
- Paper towels/ cleaning
- Toothbrush & toothpaste
- Hand and body soap
- Shampoo
- Bottled water/ beverages
- Food – easy to prepare
- Sealable baggies
- Trash bags
- Scrubbing brush, sponges and so on
- Rubber gloves
- Broom/ dustpan
- Mop
- Vacuum cleaner
- Bleach
- Bathroom cleaner-All Purpose
- Dust cleaner (e.g Pledge)
- Carpet cleaner
- Glass cleaner
- Dishwashing detergent
- Laundry detergent
- Tile floor cleaner

Don't forget – a few changes of clothes just in case!!