



BURNET TITLE

MOVING?

CHECKLISTS, PRINTABLES AND
EVERYTHING ELSE YOU NEED TO
ORGANIZE YOUR NEXT MOVE



MOVING CHECKLIST

TWO MONTHS PRIOR TO MOVE

- Create a file or binder for your move. Keep all estimates, receipts, contracts and inventory list and this checklist in one place.
- Research moving companies or rental vehicles.
- Start student transfers, and transfer or get copies of medical records, including veterinarian records for your pets.
- Designate an area for the stuff you want to sell, donate or throw away.



ONE MONTH PRIOR TO MOVE

- Buy your moving supplies – markers, labels, tape, bubble packing, boxes, box cutter, etc.
- Book and confirm your mover or rental vehicles.
- Make travel arrangements if moving out of the area, and any special arrangements for child care or pet care.
- Submit your change-of-address form with the post office.
- Change your address with the IRS and creditors.
- Get referrals for new doctors in the area you're moving to.
- Update your insurance policies (home, auto, etc.).
- Check with your insurance company to see if your belongings are covered during the move.
- Contact your utility companies – electricity, water, phone, internet, cable. Try to overlap connections by a day or two so you have service in both your old and new homes.
- Cancel or change the address for services like lawn care, pool cleaning, newspaper and magazine delivery, and home security companies.
- Start packing! Begin with items you don't use regularly, and label every box with the name of the destination room in your new home. Add your boxes and contents to your inventory list.
- Create a "first-day" box so you'll have easy access to the things you'll need first, like charging cords, toiletries, medications, a box cutter and garbage bags.



MOVING CHECKLIST

TWO WEEKS PRIOR TO MOVE

- Finish your change-of-address notifications with your employer, friends, relatives, neighbors, organizations, etc.
- Forward your medical records to your new doctor, and transfer prescriptions to your new pharmacy. Pick up refills before you move, for you and your pets.
- Take your car in for a tune-up and tire check if you'll be driving a long distance.
- Update your address with your bank(s), order new checks and transfer your safety deposit box contents to your new bank if you aren't moving far.
- Schedule a donation pickup so these items are out of your way a few days before you move.
- Reduce your food supplies. Throw away expired items, donate any non-expired items you won't use.



ONE WEEK PRIOR TO MOVE

- Gather and set aside important documents. You'll want to carry these with you in the move.
- Return items that you borrowed – books, garden equipment, etc.
- Start cleaning! Leave a clean home for the new owners/renters.
- Pack a suitcase of short-term items you'll need in your new home, such as pajamas and a few changes of clothing, so you don't have to hunt through boxes to find them. If you have children, pack clothes for them, too, along with a favorite toy to help them feel at home.

- _____
- _____
- _____



MOVING CHECKLIST

A FEW DAYS PRIOR TO MOVE

- Confirm your moving details with the movers and make sure they have your contact information. Also make sure you have the payment ready, and money for a tip.
- Change your address with the DMV – update driver's licenses and license plates.
- Buy bottled water and snacks for your movers and family on moving day.
- Defrost the freezer and clean out the fridge – you'll be glad you did it before your move!
- _____
- _____

MOVING DAY!

- Supervise the movers, confirm final details (address, delivery time, cross-check the estimate).
- Write down utility meter readings to check against the final bill.
- Arrive at your new home before the movers. Put sticky notes on the room doors with the names of the rooms from the box labels, to help better direct the movers.
- Check and confirm your inventory list, sign the bill of lading before the movers leave and keep a copy.
- _____
- _____
- _____
- _____



CHANGE-OF-ADDRESS NOTIFICATION CHECKLIST

PROFESSIONAL SERVICES

- Attorneys and Accountants
- Insurance Companies (home, auto, life, medical)
- Doctors, Dentists, Pharmacists and other Medical Professionals
- Veterinarian
- _____
- _____

COMMUNITY

- Friends & Family
- Employer
- Schools
- Alumni Associations
- Charity and Nonprofit Organizations
- Church Groups
- Pet Licensing (some counties/states)
- _____

HOME & UTILITY SERVICES

- Telephone, Internet and Cable Services
- Gas and Electric
- Home Security
- Magazines and Newspapers
- Home Deliveries such as Bottled Water
- Home Services such as Pool Cleaner or Gardener
- _____
- _____

FINANCES

- Credit Card Accounts
- Banks, Credit Unions and Lenders (home and auto)
- Online Merchants
- _____

GOVERNMENT AGENCIES

- U.S. Postal Service
- Internal Revenue Service
- Department of Motor Vehicles
- Citizenship and Immigration Services (non-citizens)
- Department of Veteran Affairs
- Social Security Administration
- Voter Registration
- _____
- _____

TRANSPORTATION

- Airline Frequent Flyer Accounts
- Emergency Road Service
- _____



MOVING COMPANY CONTACT SHEET

Make copies of this sheet for each moving company you contact for quotes.

COMPANY NAME _____

Company Contact _____

Company Address _____

Phone Number _____

Email Address _____

Website _____

How long has the company been in business? _____

Are the movers employees or do they contract out? _____

Are the workers adequately insured? _____

What is the company's Department of Transportation License number? _____

Confirm license and check complaints at [ProtectYourMove.gov](https://www.protectyourmove.gov)

Date of estimate _____

Estimate (make a note of what is included, whether the price is guaranteed, and what might warrant additional charges.)

References _____

Check Better Business Bureau _____

Scheduled/Available Move Date(s) _____

Notes _____



