



MOVING CHECKLIST

Moving can be a hectic and stressful time. Here are a few tips to help make your move a smooth transition. Check them off as you complete each task.

MORE THAN A MONTH BEFORE YOU

- Start a moving expense book. Some expenses may be tax deductible (keep all receipts).
- Get written estimates from at least two companies.
- Be sure to ask about any hidden or extra charges and get a written commitment confirming the moving date and time of arrival.
- Insurance is important! Check with the moving company on what they will cover regarding lost or damaged goods. Be sure to check with your own company for coverage during the move and to review your policy for your new home. Also if storage is necessary, does your insurance cover your possessions?
- If you're not using a moving company be sure to collect lots of sturdy boxes, paper, tape and markers. Marking the boxes clearly as you pack them will save you lots of time and energy as you move and unpack. Include the contents of the box as well as what room you would like it taken too at the new home.
- Notify your provincial health insurance of your new address.
- Set up a file for all your important papers (you may need these for your lawyer, etc.)
- Arrange for a changeover of all utilities, telephone, cable and water tank rental.

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|---|---|
| <input type="checkbox"/> Union Gas 1-888-774-3111 | <input type="checkbox"/> Bell Canada 310-2355 |
| <input type="checkbox"/> Union Energy 1-888-718-6466 | <input type="checkbox"/> Rogers Cable TV 1-800-738-7892 |
| <input type="checkbox"/> St Thomas Energy 631-5550 | <input type="checkbox"/> Erie Thames Power 1-877-850-3128 |
| <input type="checkbox"/> London Hydro 661-5503 | <input type="checkbox"/> Strathroy PUC 245-2010 |
| <input type="checkbox"/> Amtelecom Cable/Phone 774-8441 | <input type="checkbox"/> Natural Resource Gas 773-5321 |
- Notify the post office of your change of address. Make sure you get some free "change of address cards" to mail to all your companies, friends and relatives.

Also advise:

- Bank (re: new cheques, transfer accounts, personal loans etc.)
- Insurance companies: Home _____ Car _____ Life _____
- Credit card companies _____ Employers _____
- Doctors _____ Dentist _____
- Newspapers and magazines _____ School records should be transferred.
- Library _____ Drivers License _____

TWO WEEKS BEFORE THE MOVE

- Take a good look at what is really worth moving and what is not. Be ruthless! Hold a garage sale or donate things to Goodwill or the Canadian Diabetes Association.
- Remind the kids to clean out their school locker. Anything at the dry cleaners?
- Return all items you have borrowed and get back what you have loaned.
- You should be able to have a lot of things packed, but remember to keep some essentials unpacked.

ONE WEEK BEFORE THE MOVE

- ___ Prepare a list of all the items you want to take with you personally. Including jewelry and items you would not entrust to the movers.
- ___ Dismantle and/or unfasten anything that requires it.
- ___ Confirm the booking (date and time) for the moving company.
- ___ Defrost and air dry the deep freezer.
- ___ Your Lawyer will be calling to setup an appointment for you to sign all necessary papers

TWO DAYS BEFORE THE MOVE

- ___ Call Earl and Nancy at 633-5570 if you want to do a “Final Inspection” of your new home
- ___ Do your last laundry then disconnect and drain the washer.
- ___ Double check that all valuables have been accounted for.

ONE DAY BEFORE THE MOVE

- ___ Disconnect, defrost and air dry the refrigerator.
- ___ Lead packers around the house and make sure they understand all your instructions.
- ___ Gather all the keys for your house, garage and sheds and mark them well for the new owners. Leave them in a kitchen cupboard or somewhere where they will be easily found.
- ___ If you have a security system change the code to something simple like 1-2-3-4-5 that way you can use your old code at the new home.
- ___ Pack all items you want to take with you personally and mark them clearly not to be loaded on the truck.
- ___ If you are doing your own move, make sure everything is packed but the necessities. Don't forget to keep your breakfast essentials for tomorrow morning.
- ___ Make sure all pets are looked after, this is a trying time for them as well.

MOVING OUT

- ___ Lay down plastic sheets to minimize dirt tracking in the house.
- ___ Lead packers through the house reiterating your instructions.
- ___ Do a final check for forgotten items.

MOVING IN

- ___ Get to the house before the movers, don't forget to pick up some basics for snacks and lunch, it could be a long day.
- ___ Verify that the utilities and phone have been activated.
- ___ Lay down plastic to minimize dirt tracking in the house.
- ___ Note any damage. You won't be able to check everything so when asked to sign off for the movers also write “subject to any hidden loss or damage.”
- ___ First priorities will be beds and a basic kitchen.
- ___ Order out for dinner you deserve it!



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