



MOVING CHECKLIST

- 3 / 4 WEEKS PRIOR TO MOVE -

- Book a moving company -- Call us at Tri-Star Moving!
- Make a list of everything to be moved
- Donate any unwanted clothing or furniture (Yard Sale, Goodwill, etc.)
- If needed, book the moving elevator and confirm parking arrangement for truck
- Contact insurance company to transfer policies (life, homeowners)
- Review tax deductions on moving expenses
- Request change of address kit from the post-office
- Prepare a list of businesses and personal accounts who should be notified of your upcoming move
- Arrange cut-off / activation dates for utility companies:
 - Telephone
 - Cable
 - Gas / Electricity / Water
 - Garbage

- 2 WEEKS PRIOR TO MOVE -

- Purchase any moving supplies (boxes, tape, bubble wrap, etc.)
- Have rugs and draperies cleaned -- leave wrapped when returned
- Obtain written appraisal of antique items to verify value
- Make a plan to dispose of flammables that can't be transported on moving truck:
 - Aerosol Cans
 - Cleaning Fluid
 - Ammunition
 - Fireworks
 - Oil Cans / Paint / Thinner
 - Propane Tanks

***Feel free to move these flammable items in your own vehicles*

- 1 WEEK PRIOR TO MOVE -

- Check furniture for dents and scratches
- Label boxes you need to access easily
- Clean out the refrigerator and place items in coolers / plan to defrost and dry day before move
- Drain equipment like water hoses, propane tank, lawnmowers
- Schedule to have utilities turned on at your new home
- Make a plan to transport house plants
- Confirm travel arrangements for pets and family

- DAY OF MOVE -

- IMPORTANT* -- Pack all loose items into boxes with the top closed
- Unplug all electronics
- Label all boxes with their destination room in your new home
- Remove heavy and breakable items from dressers and desks
- Remove contents from appliances
- Remove items from the top of furniture
- Remove linens from beds
- Check all rooms, closets, cabinets

Prepare an essentials box that you'll need right away at the new home:

- Toilet Paper
 - Scissors / Knife
 - Change of Clothes
 - Pet Food and Dish
 - Portable Tool Kit
 - All-Purpose Cleaner
 - Cups / Plates / Cutlery
 - Important Records / Documents
 - Snacks / Coffee
 - Garbage Bags
 - Dish Soap
 - Flashlight
 - Towels
 - Shower Curtain
- **Also have source of payment accessible*

Before you leave the house:

- Water shut off
- Lights turned off
- Surrender house keys
- A/C shut off
- Windows locked