



MOVING TIMELINE CHECKLIST

Personal Touch Movers will offer incredible support to help you have a successful move.

We have also prepared this checklist to assist you in organizing what you need to do during the weeks leading up to moving day.

12 weeks before the move

- _____ Communicate with your movers. Most movers prefer that you sign your acceptance note at least a month before moving.
- _____ Sort through basement, loft, garage, storage buildings.
- _____ Determine what to do with prohibited items, i.e. flammables
- _____ Made proper provisions for pets
- _____ Determined whether or not you are taking your car?

10 weeks before the move

- _____ Dispose of things that you don't want to take. Donate items to charity, dispose of things that you know you don't need or want.

8 weeks before the move

- _____ Notify and provide change of address to:
 - ___ banks
 - ___ credit cards
 - ___ insurance
 - ___ employer
 - ___ doctor/dentist (obtain medical records)
 - ___ magazines
 - ___ family and friends
 - ___ driver license
 - ___ vehicle/s registration

- _____ Locate important papers/documents, and store securely
 - ___ birth certificates
 - ___ marriage certificates
 - ___ passport/visa

6 weeks before the move

- _____ Change of address at the post office (can be done on-line)
- _____ Make sure pet vaccinations are up to date
- _____ Determine if you need to buy any new household items, i.e. towels/linens, cookware/dishes, furniture, major/small appliances

4 weeks before the move

- _____ Finalize all paperwork with **Personal Touch Movers**, including an agreement on insurance values and terms
- _____ Check status of utilities at new home and schedule appointments as needed
- _____ Schedule turn-off dates for utilities at your old home
- _____ Schedule date to terminate newspaper delivery

- _____ Decide the clothing that will travel with you, set aside on a bed
- _____ Separate favorite toys for your children to take with them
- _____ Be sure you have plenty of prescription medications, arrange to transfer prescriptions to a new pharmacy
- _____ Return library books, video movies
- _____ Dismantle outdoor furniture, give away plants as needed

1 week before the move

- _____ Cleaning of home, defrost freezer, organizing outdoor furniture, etc.
- _____ Packing suitcases; separating from items to be transported by mover
- _____ Be sure prescriptions are adequate
- _____ Plan simple meals for moving days to avoid using appliances
- _____ Have travelers checks or cash available, as needed
- _____ Childcare on moving day

MOVING DAY!

RELAX

Personal Touch Movers will do their best to ensure you have a successful move to your new home!