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MOVING TIPS

Make a list of what you need to do and when you need to do it.

4 WEEKS BEFORE

- Book movers;
- Notify Canada Post of your new address ;
- Get Change of Address forms from Canada Post and send to;
- Friends and relatives
- Banks (taking the opportunity to order new cheques)
- Insurance Firms (also be sure to understand your insurance coverage, placing adequate valuation on your household goods)
- Doctor, Dentist, Charge Cards
- Canada Customs & Revenue Agency, BC Hydro, Cable Company
- Old Age and other Pensions
- Change address on license at Drivers' Services.

3 WEEKS BEFORE

- Think about the things you want to be packed together. Organize your possessions so that boxes can be labeled according to the room in which they will be placed in your new home;
- Decide what to move and what to give away (some goods could be donated to charitable organizations, whereby you should arrange for pick-up). Put two different colours of stickers on items to show which items will be moved and which items will not be moved - organize a garage sale if needed;
- DO NOT PACK watches, jewelry, money or important documents. Take these articles with you;
- Arrange to have the telephone disconnected (but ensure that it's not until after loading day), and hook-up the telephone in your new home;
- Arrange to have utilities and appliances disconnected and connected accordingly.

2 WEEKS BEFORE

- Recruit moving-day help;
- Arrange cleaning people;
- Return any borrowed items from friends and neighbours;
- Take care of bills, stocks and investments;
- Plan and measure where your furniture will be placed in your new home.

1 WEEK BEFORE

- Arrange for delivery services to be redirected (newspapers, magazines)
- Reserve elevators with apartment manager and check to see if they can pad the elevators for you;
- Pack luggage.

MOVING DAY

- When all goods have been loaded, make a thorough check of all rooms, attics, basements, closets, cupboards and behind doors. It is your responsibility to make sure that nothing has been overlooked and see that nothing has been in error;
- Disconnect all appliances;
- Turn off gas and water;
- Drain all hoses;
- Empty refrigerator and disconnect ice maker;
- Make sure the freezer has time to defrost;
- Remove all valuables and items that could spill from dresser drawers - leave only light clothes and linens;
- Disconnect cords.

SAVE TIME AND PREPARE YOUR HOUSE.

If you have a concern for time, move the smaller items from the basement or upstairs to the main floor before moving day if possible. You could also carry back yard items to the front so that they can be easily loaded onto the moving van. In addition, it would be helpful to tie back gates, screen doors (even to remove doors if necessary). Finally, remember to advise the movers of issues you encountered upon moving in.



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