




# MOVING CHECKLIST - suggestions from The Scotsman

| DONE | 1-3 WEEKS BEFORE MOVE   | NOTES   |
|------|---|---|
|      | Get estimates for movers or rental truck  |   |
|      | Schedule movers or rental truck   |   |
|      | Determine furniture layout for new home   |   |
|      | Make inventory of household items   |   |
|      | Arrange for school transfer   |   |
|      | Ask for doctor and dental referrals; arrange for transfer of medical and dental records |   |
|      | Fill out change-of-address card with post office  |   |
|      | Clean out all closets and drawers   |   |
|      |   |   |
|      |   |   |

| DONE | 4-8 WEEKS BEFORE MOVE   | NOTES  |
|------|---|--|
|      | Get packing supplies: boxes, packing paper, tape, markers             |   |
|      | Use up or dispose of food, cleaning supplies, and hazardous materials |  |
|      | Have garage sale/donate unwanted items                                |  |
|      | Arrange for carpet and drapery cleaning                               |  |
|      | Arrange for house cleaning  |  |
|      | Arrange for move of pets  |  |
|      | Arrange for move of plants  |  |
|      | Arrange for utilities (cancel old; start new):                        |  |
|      | Electricity - B.C. Hydro 1-800-224-9376                               |  |
|      | Gas - Terasen Gas 1-888-224-2710                                      |  |
|      | Water/sewer   |    |
|      | Telephone/DSL - Telus 604-310-2255                                    |  |
|      | Garbage/recycling   |  |
|      | Cable/satellite - Rogers Cable 604-856-5721                           |  |
|      | Arrange for transfer of homeowner's/renter's insurance                |  |
|      | Begin packing   |  |
|      | Make travel arrangements  |  |
|      | Request relocation package from chamber of commerce of new town       |  |
|      |   |  |
|      |   |  |

| DONE | 2-3 WEEKS BEFORE MOVE   | NOTES  |
|------|---|--|
|      | Set aside critical documents and items you will keep with you |  |
|      | Transfer prescriptions  |  |
|      | Change address:   |  |
|      | Family and friends  |  |
|      | Newspaper   |  |
|      | Magazines   |  |
|      | Bank accounts   |  |
|      | Health, life, and auto insurance policies                     |  |
|      | Credit card bills   |  |
|      |   |  |

| DONE | 1-3 WEEKS BEFORE MOVE   |   | NOTES |
|------|---|---|-------|
|      | Employer  |   |       |
|      | Utilities - connect at new home and disconnect at old home                          |   |       |
|      | Revenue Canada  |   |       |
|      |   |   |       |
| DONE | 1-3 DAYS BEFORE MOVE  |   | NOTES |
|      | Defrost freezer   | <br><br> |       |
|      | Empty ice maker and ice cube trays in case of power shutdown                        |   |       |
|      | Clean refrigerator, stove, and oven   |   |       |
|      | Disconnect and drain appliances for move  |   |       |
|      | Drain fuel from power equipment   |   |       |
|      | Close out safe deposit box  |   |       |
|      | Confirm travel arrangements   |   |       |
|      | Confirm arrival time of movers/pick-up time of rental truck                         |   |       |
|      | Have payment and snacks ready for movers  |   |       |
|      | Gather and clean outdoor furniture  |   |       |
|      | Return cable box, cable modem, DSL modem if necessary                               |   |       |
|      | Organize keys   |   |       |
|      | Clean house   |   |       |
|      | Finish packing  |   |       |
|      | Prepare food for moving day   |   |       |
|      | Water house plants - they tend to get forgotten                                     |   |       |
|      |   |   |       |
|      |   |   |       |
| DONE | MOVING DAY  |   | NOTES |
|      | Disassemble beds  |   |       |
|      | Double-check that all cupboards, closets, dishwasher and other appliances are empty |   |       |
|      | Give movers tour and instructions for what is being moved                           |   |       |
|      | Keep paperwork accessible   |   |       |
|      | Final cleaning of premises you are leaving  |   |       |
|      | Walk thru with landlord (if applicable)   |   |       |
|      |   |   |       |
| DONE | WITHIN 30 DAYS OF MOVE  |   | NOTES |
|      | Change address:   | <br>  |       |
|      | Driver's license  |   |       |
|      | Auto registration   |   |       |
|      | Voter registration  |   |       |
|      | Re-establish safe deposit box   |   |       |
|      | Enjoy new home!   |   |       |
|      |   |   |       |
|      |   |   |       |