

Use this checklist as a helpful tool when you are planning to move to your new residence:

One Month Before Moving	
<input type="checkbox"/>	<p>Pick up a Change-of-Address Kit from the Post Office. Also notify the address change with:</p> <ul style="list-style-type: none">• Friends and family• Banks• Insurance companies• Credit card companies• Magazines and newspapers - cancel local newspaper delivery• Doctors, dentists and other providers - transfer drug prescriptions• Past employer - for W2 forms
<input type="checkbox"/>	<p>Take a look around the house. Start to think about what you don't want to take with you.</p> <ul style="list-style-type: none">• Use up perishable foods• Sell, donate or hold a garage sale for unwanted items
<input type="checkbox"/>	<p>Prepare a list of what you want to move.</p> <ul style="list-style-type: none">• Large appliances?• Outside furniture?
<input type="checkbox"/>	<p>For full service moves:</p> <ul style="list-style-type: none">• Get written estimates from several moving companies• Will the movers pack for you?• What items won't they move?• Get appraisals of high-value items in case of future claims
<input type="checkbox"/>	<p>For do-it-yourself moves, make arrangements for truck rental and moving help, and buy packing supplies:</p> <ul style="list-style-type: none">• Boxes• Packing and masking tape• Markers• Newspapers• Twine
<input type="checkbox"/>	<p>Start packing boxes. Mark boxes clearly as to contents and room to be placed in. Mark "Open First" clearly on boxes containing important items to be unpacked first:</p> <ul style="list-style-type: none">• Dishes• Pots and pans• Alarm clock• Bedding• Special toys• Towels• Lightbulbs• Plates• Tools - hammer, pliers, wrench
<input type="checkbox"/>	<p>Stop by and make arrangements for picking up your important records:</p> <ul style="list-style-type: none">• Birth• Doctor• Dentist• Legal• Optician, optometrist• School - make sure you get one with a raised seal

	<ul style="list-style-type: none"> • Veterinarian
<input type="checkbox"/>	Close out your bank accounts: <ul style="list-style-type: none"> • Checking • Savings • Safe Deposit Box
<input type="checkbox"/>	Start a new bank account in your new town. <ul style="list-style-type: none"> • Transfer account from current bank?
<input type="checkbox"/>	Contact your child's new school and notify them of your upcoming move to their area.

Two Weeks Before Moving

<input type="checkbox"/>	Pack your vital documents in one place: <ul style="list-style-type: none"> • Passports • Military records • Mortgage records • Marriage license • Birth certificates • Vehicle titles • Stock certificates • Insurance papers • Bank records • School records • Medical records • Tax records
<input type="checkbox"/>	Make arrangements to disconnect your utilities. Get refunds for any deposits made. Have meters read. Give new address for them to send their final bill: <ul style="list-style-type: none"> • Cable - return box if necessary • Electric • Gas • Internet access • Telephone • Water
<input type="checkbox"/>	Make arrangements to connect utilities at your new residence.
<input type="checkbox"/>	Inquire about your new state's auto licensing procedure and auto insurance rates.
<input type="checkbox"/>	Check with your insurance company about transferring coverage to your new home.

One Week Before Moving

<input type="checkbox"/>	Dispose or drain any flammable items: <ul style="list-style-type: none"> • Lawn mower gas • Snow blower gas • Paint • Aerosol cans
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The Day Before Moving

- Defrost, clean and air out your refrigerator.
- Clean your stove.
- Make sure you have payment ready for the mover - they will not unpack without a check. Check your moving company's payment policies.
- Pack your former town's phone book for future correspondence.
- Take down curtains and curtain rods.

Moving Day

- Strip your beds.
 - Moving company - will they disassemble?
- Show movers around. Make sure your possessions to be moved are inventoried with them.
 - Write "subject to further inspection for concealed loss or damage" on contract when you sign to protect yourself should you find damage while unpacking.
- Get all keys together. Put in a safe spot.
- Make sure moving van driver has correct address, phone number and directions. Confirm delivery date with him.
- Check all rooms one last time. Remember closets and cupboards, basement and garage! Make sure all windows and doors are locked.

After Moving

- Explore your new neighborhood. Locate the nearest convenience and hardware store, pharmacy, supermarket, video rental, school and library, etc.
- Check smoke alarm, carbon monoxide detectors, and fire extinguisher.
- If necessary, install a new door lock and/or dead-bolt.
- Update your address information if you haven't done so (driver's license, car registrations, insurance, credit cards, bank accounts, voter registration).
- Call the Internal Revenue Service to change your address. You can also visit the IRS online at www.irs.gov.