

Moving Checklist



Stay Organized During Your Move!

A complete guide to making your move stress and hassle-free!

One Month Before:

- Take an inventory of your home. Decide what you want to keep and what you would like to discard. Have a yard-sale or donate items that you no longer want.
- Select a moving company. Or, reserve a rental truck with STORExpress!
- Make travel plans. Follow the fastest route to your new location. Most trucks need at least a 14' clearance for bridges and underpasses. If you are moving long distance then make hotel, car rental and/or airline reservations.
- If you will be moving some of your belongings into a self-storage facility, call STORExpress and reserve a unit.
- Purchase insurance coverage for your belongings.
- Begin packing the things that you do not use frequently.
- Keep track of all of your moving-related documents and receipts. Some moving expenses are tax-deductible.

Two Weeks Before:

- Once you know your new address, contact the following utility companies: phone, electric, gas, water, trash removal, and cable (schedule installation the same day as move-in).
- Arrange to have the utilities shut-off at your old address and turned on at your new home.
- Make an approximate floor plan of your new home that allows movers to properly place your furniture.

One Week Before

- Finish packing and make sure that all boxes are appropriately labeled.
- Confirm any reservations, including rental trucks, movers, and travel plans.

- Pack a travel bag for each person in your household. Remember to organize a "Survival Pack," including anything you might need during the first few days of the move (i.e. bathroom and kitchen essentials, prescription drugs, keys to your new home, checkbook, telephone, etc.)

Coming Down to the Wire.

The Day Before

- Make sure you have the following items on hand:
Keys, maps, directions to your new home, a copy of your floor plan, and all moving-related documents.
- Do a final walk-through of your current house to make sure that you are not leaving anything behind.
- Get a good night's sleep!



Moving Day:

- Reserve a parking space for the moving trucks as close as possible to your new home. They normally require at least three parking spaces per truck.
- Pick-up the rental truck. If you hired movers instead, make sure that they are on their way.
- Be sure to have the floor plan of your new home on hand, along with all of your moving related documents.
- Once the rental truck and/or movers have arrived to your new home and your belongings have been unloaded, check for damages. If necessary, make a list of damages that you can provide to the the moving company.
- Put your "Survival Pack" in a place where you can easily find it.

Things to do After the Move: Be sure to clean *before* you unpack. Take time to sweep the floors and wipe drawers and cabinets. Unpack the things that you will need first, such as bedding, bathroom supplies, and cooking essentials. Gradually unpack each room, leaving you one more room free of boxes and clutter. Don't forget to take time to relax and enjoy your new home!