

MOVING CHECKLIST

The following checklist is being provided as a guideline... A little pre-planning will help make your move a much more pleasant experience.

1 to 2 Months Before Move

- How will you be moving? Will you pack and move yourself or hire a moving company? Investigate rental vehicles and/or moving companies. If using a moving company, get information as to how they want things packed, etc. Ensure you obtain a written quote.
- How will you be moving things like pets, vehicles, plants, and valuables? Have a plan.
- Start collecting boxes
- Packing tape
- Markers for boxes
- Stuffing/padding. Note: Newspaper is not an ideal stuffer as the ink on the paper makes a black mess of everything
- Clearly label and number each box with its contents and the room it's destined for. Label 'essential' boxes for items you'll need right away. Mark boxes 'Do Not Move' for those that you want to take yourself
- Now is a good time to make an inventory of your household items for insurance purposes
- If you are moving out of town/province do you need to make travel arrangements? Hotel reservations? Do you need to transfer medical, dental, optometrist records?
- Children's schools / child care
- Start packing things that you don't use very often
- Start using up food that may be frozen, etc. that you don't want to move
- Arrange with employer to take moving day off

Arrange to Disconnect and Connect Utilities including:

- Phone
- Internet
- Cable
- Water
- Gas
- Electric
- Garbage
- Security Alarm

Address Change Notifications

- Canada Post (use their address cards?)
- Cell phone carrier
- Car and home insurance
- Driver's licence
- Health care card
- Bank accounts (safety deposit box?)
- Credit card companies



- Investments
- Other real estate? Mortgage?
- Income Taxes (Canada Revenue Agency)
- Employer
- Doctor
- Dentist
- Optometrist
- Lawyer
- Accountant
- Family and friends
- Memberships / clubs that you belong to
- Magazines
- Newspapers
- House cleaner

1 to 2 Weeks Before Move

- Have a suitcase or box with the clothes, etc. that you will need access to as soon as you move into your new home
- If you are moving out of town/province, are there any prescriptions you might need filled before you leave?
- If using a moving company, take note of any damage on your furniture and take photos before move, in case there is any damage caused during the move
- Take furniture apart if necessary
- Take down curtains if they are not staying with house
- If you are moving out of town/province – do you need a map?
- Return borrowed items (i.e. library books), and retrieve lent items if you are moving out of town
- Ensure your home will be clean once you leave. Arrange for garbage disposal after move

Moving Day at Your Old Home

- Remove bedding
- Ensure the house is clean
- Take note of your utility readings
- Go through the house room by room, check all cupboards and drawers to ensure you have not left anything behind
- Lock windows and doors and turn out the lights
- Give all house keys to Realtor



Moving Day at Your New Home

- Ensure all your utilities are working
- Have food and refreshments (including paper plates and napkins) organized if friends are helping you move

1 to 2 Weeks After Move

- Check everything for damage if a moving company was hired



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