



EASY COMPANY MOVING CHECKLIST

MOVE DAY: ___ \ ___ \ _____



2 MONTHS BEFORE YOUR MOVE

Purchase a small amount of packing supplies, and begin packing up anything you don't use on a regular basis, such as seasonal clothes or keepsakes and mementos. Getting a head start is always a good idea, especially if you have a large residence.



List your furniture inventory for a moving quote



1 MONTH BEFORE YOUR MOVE

Determine the best access point & path for moving team



Make parking reservations if needed



Reserve elevator(s) for move day



Get quotes & book your move



Purchase more packing supplies, commence packing more items not in use daily



Purchase TV box & mattress bag(s)



Donate/discard unwanted items



2 WEEKS BEFORE YOUR MOVE

Notify friends and family of your move day and new address



Notify post office to forward mail to your new address. Begin notifying your health provider and bank



Schedule utilities to stop at current address, and start at new address



Call cable/internet provider to make change of address or cancel service



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1 WEEK BEFORE YOUR MOVE



Fill, seal and label boxes



Prep artwork



Move fragile items beforehand



Refill prescriptions



1 DAY BEFORE YOUR MOVE



Prep electronics



Prep & protect your floors



Have a plan for your pets



Stage your items



MOVE DAY



Prep cooler with drinks & snacks



Verify addresses for movers



Be ready to answer questions



Review your checklist

