

# The Condo Guide Moving Checklist.

***Because moving to a "dream home" shouldn't seem like a "nightmare."***

## **MONTH BEFORE**

- ✓ *Make reservations for moving services and make a list of all items to be moved.*
- ✓ *Notify friends, relatives, creditors, etc. of your move. Begin submitting change of address forms to them and to your local post office*
- ✓ *If you have children, be sure to request all of the necessary documents for transferring schools.*
- ✓ *Gather all important personal documents, medical/dental records, insurance policies, etc.*
- ✓ *Begin packing seldom-used items. Consider holding a garage sale for those items you won't be moving.*
- ✓ *Arrange connect/disconnect dates with telephone and utility companies.*

## **WEEKS BEFORE**

- ✓ *Clear up any outstanding accounts*
- ✓ *Transfer checking and savings accounts to your new location.*

✓ *Return borrowed items including library books and retrieve loaned items. Arrange for pet travel, if necessary.*

✓ *Cancel/transfer any membership fees or prescriptions (ask your doctor for assistance).*

✓ *Service your car - especially if traveling a distance and/or moving to a new climate.*

✓ *Dispose of flammable liquids such as spray paints, solvents, and gas in lawn mowers.*

✓ *To avoid costly deposits, request "Perfect Payment Record" letters from utility companies.*

✓ *If you're planning to stop over-night, make reservations for accommodations.*

## **WEEK BEFORE**

✓ *Clean appliances - don't forget to clean the oven and defrost the refrigerator.*

✓ *Pick-up dry cleaning, if necessary*

✓ *Start packing clothes. Remember to prepare "arrival kits" of essential items you'll need when you get to your new home (toiletries, medicines, paper plates, etc.).*

✓ *If moving into a pre-owned home, change the locks on all the doors.*

## **MOVING DAY!**

✓ *Double-check shelves, closets and cabinets to make sure nothing is left behind. Look through the garage, attic and basement.*

✓ *Turn off lights, close and lock windows and doors*

✓ *Leave the keys with your REALTOR.*

✓ *At your new home, check the circuit breakers and pilots to make sure everything is on.*

✓ *Make sure the telephones are working.*

***Whatever your destination, have a safe move and enjoy your new home.***