

Residential Move Timetable: What You Should be Doing to Prepare for Your Move, and When

One Month Before Moving

- Make arrangements with **moving company** or reserve a rental truck.
- Make travel arrangements, if necessary, with airlines, buses, car rental agencies and hotels.
- Fill out change of address order form for post office and IRS.
- Transfer memberships in clubs and civic organizations.
- Obtain medical and dental records, x-rays, and prescription histories. Ask doctor and dentist for referrals and transfer prescriptions.
- Set up a checking account in your new city.
- Check into the laws and requirements of your new city regarding home-based businesses, professional tests, business licenses, and any special laws that might be applicable to you.
- Take inventory of your belongings before they're packed; in the event you need to file an insurance claim later. If possible, take pictures or videotape your belongings. Record serial numbers of electronic equipment.
- Make arrangements for transporting pets.
- Start using up food items, so that there is less left to pack and possibly spoil.

One To Two Weeks Before Moving

- Switch utility services to new address. Inform electric, disposal, water, newspaper, magazine subscription, telephone and cable companies of your move. Arrange for help on moving day.
- Confirm travel reservations.
- Reserve elevator if moving from an apartment.
- Have appliances serviced for moving.
- Clean rugs and clothing and have them prepared for moving.
- Plan ahead for special needs of infants.
- Close bank accounts and have your funds wired to your new bank. Before closing, be sure there are no outstanding checks or automatic payments that haven't been processed.
- Collect valuables from safe-deposit box. Make copies of any important documents before mailing or hand carry them to your new address.
- Check with your insurance agent to ensure you'll be covered through your homeowners or renters policy during the move. Look into getting additional insurance if necessary.

Day Before Moving

- Put cleaning supplies, toiletries and a coffee pot in a marked box to be loaded last and unloaded first.
- Finish packing all your garments.
- Defrost, clean and dry refrigerator.

On Moving Day

- Check all spaces in your residence (closets, drawers, shelves, attic and garage) to be sure everything is packed.
- Carry important documents, currency and jewelry yourself.
- Carry traveler's checks and credit cards for quick available funds.

After Arriving At New Residence

- Renew your driver's license, auto registration and tags/license plates.
- Shop around for new insurance policies.
- Revise your will and other legal papers to reflect your new address.
- Locate local hospitals, police stations, veterinarian and fire stations.