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Moving Checklist (Buyer)

AT LEAST ONE MONTH PRIOR TO MOVING:

- Call for utility changes. etc.
- Clean closets, storage areas.
- Have a garage sale or donate unneeded items.
- Use up perishable foods, especially frozen ones.
- Decide what indoor and outdoor furniture you'll be moving.
- Make a complete moving inventory and assign a value to all items.
- Obtain estimates from different movers. Check their backgrounds.
- Obtain appraisals on valuables, and take photos of items in case of loss.
- If you're doing the packing, acquire packing materials.
- Begin packing rarely used items.
- Visit the post office (online or in person) and submit a change-of-address form.
- Notify utility companies of your effective stop date.
- Arrange to collect any security deposits; get a release from your lease if necessary.
- Check homeowner's insurance.

TWO WEEKS PRIOR:

- Pack vital documents (passports, birth certificates) in one place.
- Ask for referrals to dentists and doctors near your new home.
- Refill and transfer prescriptions.
- If needed, make arrangements for a final cleaning at new and existing home.

ONE WEEK PRIOR:

- Prepare a 'ready box' for the last one on and first one off the moving van. This should include vital documents, extra checks, a first-aid kit, keys, bathroom essentials, medications, etc.
- Have the kids help with packing and organizing the move.
- Check with your dry cleaner for items you may have forgotten to pick up.
- Clean out school or health-club lockers.
- Arrange for the transfer of valuables like jewelry and cash. Don't put these in your normal shipment.
- Drain gas from your power tools, lawn equipment, grills, etc.
- Make sure you're not moving anything flammable or combustible.



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Moving Checklist (Cont.)

ONE DAY PRIOR:

- Put all bed linens, pillows, mattress pads, towels in one place for packing.
- Write down box numbers after the mover have assigned them so you can find essential linens for the first night in your new house.
- Defrost and clean your refrigerator/freezer.
- Clean the oven or stove.
- Pack family personal items and clothing.
- If necessary, close/transfer your bank accounts.
- Get a simple breakfast for moving day.
- Remove snow, ice or debris from walkways, drive and porch to provide ready access to the house. Put all bed linens, pillows, mattress pads and towels in one place for packing.

MOVING DAY AT YOUR OLD HOUSE:

- If you're doing the moving, pick up the truck.
- Remove any curtains you plan to take.
- Load car with luggage and essential items.
- Orient movers and check inventory carefully. Keep a copy of the inventory.
- Check that everything is gone before you leave. Don't forget to check the dishwasher, washer and dryer!
- Exchange cell phone numbers with your movers before leaving.
- Secure house and turn down thermostats.
- If necessary, notify your security company that you've vacated.
- If necessary, take all keys, garage door openers, etc to closing.

MOVING DAY AT YOUR NEW HOME:

- Arrive before the movers!
- Direct movers on placement of boxes and furniture.
- Check the condition of all furniture and furnishings.
- Check the condition of each carton as it is unloaded.
- Heavily damaged cartons usually mean damaged contents.
- Check appliances, water heater, furnace, air-conditioner, etc.
- Check basement sump pump, if applicable.
- Call the post office if they are holding your mail.
- Begin unpacking, and enjoy your new life in your new home!