



# GETTING READY TO MOVE CHECKLIST FOR RENTERS

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**Whether you are moving across town or across the country, there are certain steps to take that will make the move easier. Timelines will vary depending on how far out you decide to make the move.**



## When you know your move date

Start a loose-leaf binder to keep track of moving info like expenses, estimates etc.

Make a list of places where you will need to submit a change of address and begin notifying them. Many address changes can be made online.

- Start with the Post Office. You can submit your address change online at [www.usps.com/moversguide](http://www.usps.com/moversguide) The Post Office will forward your first class mail for one year, after which they return to sender for 6 months (your new address is shown on the return) once that 6 months is up you are dropped from the system. It is best if you don't rely on the forwarding.
- Other Address Changes:
  - Magazines and Newspapers
  - Professional Associations
  - Friends and Family
  - Financial Institutions
  - Physicians, Dentists, Hospitals, Optometrist, other health care offices
  - Memberships
  - Credit Card Companies
  - Insurance Companies
  - Attorneys and Accountants

Some complexes and communities have specific days when you are allowed to move in/move out and are allowed access to a freight elevator if applicable. Be sure to check on this prior to arranging for movers or changing shut off and start up times for utilities.

Call for estimates for rental trucks or movers and book if you are certain what day you will move. You may need to make a deposit. Be sure to ask about the refund policy in the event the moving date changes.

Start collecting boxes - unless you are going to purchase boxes, it can sometimes be difficult to find good ones. You will also need tape and markers.

Begin saving newspapers for packing. Pad very fragile items in Styrofoam pellets or foam sheets - available at box stores.

This is a good time to begin sorting through things to decide what you will keep, what goes to the trash and what you can donate. Having a yard sale is a big boost in getting rid of items you no longer want or need.

Start packing non-essential items. List the contents on the box and indicate what room the box goes in. Mark boxes you will take with you in your vehicle with DO NOT MOVE and mark boxes with fragile contents accordingly.

Start a pieces and parts box for things you need to dismantle to move. Put nuts, bolts or screws in plastic bags and mark what they are and what they go to. i.e. shelf brackets for china cabinet, hardware for bed, etc. Make this a DO NOT MOVE box and take it with you.

If you will need storage facilities, begin checking for availability. If you currently rent storage facilities, be sure to notify them of your move date.

Return items like library books, the neighbor's ladder etc. that you have borrowed. Start gathering up items you have loaned to friends, relatives, etc.

Notify applicable utility companies of your cutoff date. You will also need to notify them of the start date for your new residence.

- Water/Sewer
- Electric/Gas
- Phone, Cable, Internet
- Garbage

Contact schools to have your children's records transferred if you will be moving to a different school district.

If the move is long distance you will need to consider how to move:

- Pets
- Plants
- Jewelry and other valuables

Start using up the groceries. Decide if you will take the remaining items in the freezer and fridge and how you will transport them or what you will do if moving them isn't practical.



## **As Your Move Date Gets Closer**

Verify the move date with movers or rental truck company

Keep packing! You can start packing suitcases for items you will need right away or if the move is long distance, clothes, etc. you will need for the trip.

Clean as you go, if possible, so it isn't all left to the end. Clean out the freezer unless you plan to move the contents.

Be sure there will be room in your vehicle for the boxes, suitcases, etc. that you plan to take with you.



## Down to the Wire - Moving Day

Dismantle any remaining furniture (beds) that can't be transported in one piece

You may want to pack a box with essential tools like screwdrivers, a hammer, etc to take along with you so they are handy when you reach your destination.

Finish packing and cleaning

Pick up rental truck or if you are using a moving company walk through the house with the movers and give them any instructions about items you feel is necessary. Keep in mind that the first items in the truck will be the last out.

Load items/boxes you are taking in your vehicle

Pack a cooler with snacks, water, etc. for the trip if you are going far. Don't forget to take some pet food and a water bowl for pets.

Make sure movers have the correct address for the new residence

Do a final walk-through of the house. Check behind doors, in closets, cabinets, etc for anything you might have overlooked

Be sure to turn off all lights and lock windows and doors before you leave.

**ENJOY YOUR NEW HOME!**

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