

Pre-planning is the secret to a good move.

A good moving plan involves setting three important dates...for packing, loading and delivery to your new home. These three dates form a framework for your plan.

If possible, allow a time span of 30 days. This will let you schedule your activities wisely.

Choose your moving day carefully. Avoid peak periods if possible: the first few days of the month, and the last few days of the month. This is the time when everyone wants to move.

A good checklist is essential. Start planning early, and you will be surprised how smoothly things go.

Pre-Planning

- Have an inventory session. Decide what to move, what not to move.
- Make arrangements for trip (hotel/airline reservations, routing, etc.)
- Schedule a moving sale for items you will not move donate other items to charitable organizations (get receipt for tax records). **We can handle this for you.**
- Arrange for packing. We recommend you have Margie's Cleaning do it for you.
- Gather personal records: medical, dental, school, birth, baptismal, marriage etc. Arrange to send transcripts of school records in advance to new schools.

- Close local department store and other charge accounts.
- Arrange with employer to forward tax withholding forms.

Arrange to discontinue:

- Newspaper delivery
- Water Service
- Gas service (check for refund)
- Telephone service (the day after your goods are loaded).
- Fuel or oil delivery
- Garbage collection
- Diaper service
- Lawn / pool service
- Internet service
- Make advance arrangements for these services in your new location.

Notify others of your change of address:

- Post office
- Social Security office
- Insurance Companies
- Credit Cards
- Magazines
- Friends and relatives
- Mail order accounts
- Other

Just before you move

- Fill and transfer prescriptions for family and pets. Pack them to travel with you.
 - Arrange for shipment of plants and pets. Get immunizations records for pets.
 - safely dispose of or give away all flammables (paints, paint removers propane tanks, etc.) as they cannot be moved due to federal DOT regulations.
 - to prevent possible problems, such as mildew, thoroughly air-dry your refrigerator and freezer. Arrange for disposal of frozen foods (sell, give away, or eat.) Clean oven.
 - Transfer checking and savings accounts.
 - Drain fuel and oil from lawnmowers and other power equipment.
 - drain garden hoses
 - Pack item to be carried in car Label "Do Not Move."
 - Gather valuables from safe deposit box, drawers, jewelry cases, personal records, etc. Valuable items like these should travel with you.
- ### **Moving Day**
- Pack a box of the basics you'll need on moving day. Be sure to have it loaded last so that they will be first off at your new home.
 - Conduct a last minute walk through to make sure all is packed.