

MOVING DAY CHECKLIST

Two Months Before Moving

- Investigate moving options. Check rates of all options.
- Create a "move file" to keep track of estimates, receipts, & other important information.
- Check with the IRS to see what expenses can be deducted on your next tax return. Let them know your new address.
- Pull together medical & dental records as well as prescriptions for your family and pet(s).
- Arrange to have school records transferred.
- Call your insurance agent to see what changes to expect in your policies. Let them know your new address.
- Contact member organizations you have joined. Ask how you can end, sell, or transfer your memberships.
- Inventory all household items to be moved.
- Make a list of friends, relatives, businesses and credit card companies who need to be notified of your move.
- Start working your way through each room taking inventory & deciding what to get rid of.
- Start planning a yard sale or donate to local charity.
- Plan to use up things that can't be moved.
- Purchase boxes & other packing supplies.

One Month Before Moving

- Get an itemized list of all moving related costs & review with mover.
- File a change of address through your post office.
- Update magazine subscriptions with new address.
- Contact utility companies to disconnect, transfer, or connect service.
- Call your newspaper carrier, lawn service, pool cleaner, trash pick-up, security company, etc. & set a date to cancel your service.
- Make sure all library books have been returned & that all dry cleaning or items out for repair have been picked up.
- Start packing items you don't use.
- Decide if you will keep your plants or give them away.
- Properly dispose of flammables & poisons.
- Have your automobile serviced.
- Contact your bank and/or credit union to transfer or close accounts. Clear out your safety deposit box. Set up an account in new city so you can transfer funds.
- Confirm travel arrangements.
- Confirm movers and/or truck rental reservations.
- Make arrangements for your pet(s) for moving day.
- Find out about regulations for licenses, tags, vaccines needed for your pet(s).

One Week Before Moving

- Finish packing & prepare an "essentials" box. Designate several boxes and items as "last load".
- Drain gas and oil from your mower & other motors. Gas grills, kerosene heaters, etc. need to be emptied as well.
- Empty & clean your refrigerator at least 24 hours before moving day. Don't forget to thaw your freezer.
- Prepare all appliances for loading.
- Fill any necessary prescriptions, medications needed for your family and pet(s) for the next two weeks.
- Do not ship any valuables (jewelry, legal documents, money, insurance policies) with the moving company.
- Prepare specific directions to your new home for your moving company, including your travel itinerary & emergency numbers. Be sure to leave a copy of this information with someone you trust.
- Don't disconnect your phone until the day after loading.
- Pick up ice, beverages and snacks for moving day.
- Have currency on hand for day of move.

Moving Day

- Make sure family and friends know about your new address.
- Have your children help out. Keeping them involved makes it easier for them to take the move in stride.
- Strip beds. Cover mattresses with mattress bags.
- Walk through every room and check every closet as well as your garage and yard to see if you forgot anything.
- Be sure to leave all keys, garage door openers, warranties, remote controllers, etc... for the new homeowner or Realtor.
- Turn off water and lights and set the thermostat at 55°. Lock windows and doors.

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WE'LL SHOW YOU THE WAY HOME™

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