

Moving Day Checklist

Leaving

- ✓ Leave copy of travel itinerary with friend or relative
- ✓ Keep personal luggage away from movers
- ✓ Arrange for a few favorite toys for children
- ✓ Put valuables in a safe place
- ✓ Make shopping list for first day
- ✓ Get keys to new home
- ✓ Leave forwarding address for new occupant
- ✓ Have meters read and utilities turned on at new residence
- ✓ Remove trash
- ✓ Disconnect telephone
- ✓ Lock doors and windows
- ✓ Turn down heat
- ✓ Have necessary papers, traveler's checks, money, tickets, and documents with you
- ✓ Arrange for sitter on arrival
- ✓ Final check of cupboards, rooms, basement, etc
- ✓ Keep copy of mover's inventory with you or in a safe place in case of serious loss or damage
- ✓ Verify all reservations

Arriving

- ✓ Have children and pets elsewhere if possible
- ✓ Check off numbered boxes with movers
- ✓ Check each carton for damage or loss
- ✓ List claims for lost or damaged articles
- ✓ Pay movers
- ✓ Get appliances hooked up
- ✓ Plan for the day's meals or go to nearest restaurant
- ✓ Get kitchen and bedrooms set up first

- ✓ Arrange for insurance agent, doctor, dentist, stockbroker, bank, lawyer, accountant, etc.

ADDITIONAL NOTES: