



# ACE MOVING CHECKLIST

## 8 WEEKS BEFORE

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- Research new banks, doctors, & schools
- Get moving estimates
- Create a moving binder for receipts, etc.
- Make note of tax-deductible expenses
- Host a garage sale
- Research types of moving services

## 6 WEEKS BEFORE

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- Reserve a storage unit
- Request time off for work
- Choose school for kids
- Notify schools of your move
- Get transcripts and school records
- Decide what appliances to take
- Make a packing schedule
- Pack a little every day
- Label boxes & mark for fragile items
- Create inventory sheet of all valuables
- Take photos of all electronics before unplugging them
- Measure doorways & staircases
- Do any home repairs
- Service your vehicle

## 4 WEEKS BEFORE

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- Confirm parking options for moving company
- Gather all important documents
- Request vet records & pet medication
- Have a safe box
- Take photos of furniture in case of damage during the move
- Order all moving supplies
- Use or donate items you're not bringing with you
- Figure out temporary housing
- Decide what to do with plants
- Find new service providers
- Contact your utilities, post office and service companies
- Start sending new address notifications
- Dismantle any outdoor furniture or children's play areas
- Keep on packing!

### NOTES



# ACE MOVING CHECKLIST

## 2 WEEKS BEFORE

- Return borrowed items
- Recycle/ dispose of flammable items
- Use everything in the freezer
- Clear storage units, safe deposit boxes, and any lockers
- Refill prescriptions
- Back up computer
- Send out moving announcements
- Reconfirm moving arrangements
- Get a babysitter/ pet sitter for the move
- Make list of new emergency service providers for your new home
- Schedule painters for new home
- Set up trash removal & recycling

### NOTES

## WEEK OF THE MOVE

- Finish the majority of the packing
- Empty oil & gas from grills, heaters, etc.
- Donate unopened food
- Pack remaining items
- Disassemble furniture
- Drain water hoses
- Unplug fridge & freezer day before move
- Schedule utility turn-offs
- Schedule clean of old house after move
- Protect the floors for the move
- Protect floors in new home for the move
- Cancel / redirect scheduled deliveries
- Check weather for moving day
- Pack an essentials box
- Pack a suitcase for a few days
- Withdraw cash to tip your movers
- Get the keys to your new home

### NOTES



# ACE MOVING CHECKLIST

## MOVING DAY

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- Drop off kids and pets as pre-arranged
- Lock all doors and windows
- Check the outside of your home for any overlooked items
- Meet the movers
- Supervise the load-in
- Switch off the lights
- Turn off the heat, the air conditioner
- Do a final sweep of the house
- Remove and dispose of all garbage
- Verify damaged / missing items
- Start unpacking
- Assemble furniture
- Take inventory

### NOTES

## POST-MOVE DAY

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- Unpack
- Get groceries
- Change the locks
- Check the smoke alarm
- Baby-proof your home
- Install new home security
- Make copies of the new keys
- Get to know neighbors/ neighborhood
- Thank everyone who helped your move

### NOTES