

MOVING CHECKLIST



This Moving Checklist will help you stay on track before, during and after your moving day.

Western Provincial Movers has everything you need to make your move go smoothly and within your budget. Let our experience work for you!

8 WEEKS BEFORE YOUR MOVE

- ✓ Gather estimates from moving companies – we want to be fair and give other companies a chance, but we’re confident you’ll find Western Provincial Movers to be your first choice!
- ✓ Research storage facilities if needed - or we can arrange storage for you!
- ✓ Create a “Moving” binder/folder to keep all your quotes, receipts, inventory lists and other important information in one place.
- ✓ Make a budget for all your moving expenses.
- ✓ Begin your research into your new community. Locate your regular pharmacy, supermarket, gym, etc.

7 WEEKS BEFORE YOUR MOVE

- ✓ Gather your family’s medical, dental, immunization and prescription records for your Moving binder. Arrange for school records to be transferred.
- ✓ Ask your Doctor, Dentist and Physiotherapist for referrals in your new community.
- ✓ Collect copies of legal and financial records.
- ✓ Update your insurance policy; ask your agent about changes that may need to be applied.
- ✓ Transfer or cancel memberships at your gym, clubs and other groups.
- ✓ Submit a change of address with Canada Post.

6 WEEKS BEFORE YOUR MOVE

- ✓ Put together a box for keeping jewelry, other valuable and sentimental items. You may want to take these with you or use certified mail to ship them. Remember that your plants cannot go on the moving truck; you will need decide what to do with them.
- ✓ Plan your meals around what you have in your freezer and pantry. Use up your cleaning supplies and aerosols. These items cannot be packed and moved.
- ✓ Plan a Yard Sale; post more expensive items on Kijiji or Craigslist.
- ✓ Divide your belongings into three categories: keep, sell/donate, discard.

5 WEEKS BEFORE YOUR MOVE

- ✓ Begin collecting boxes and moving supplies.
- ✓ Pack up things that you don't use every day like smaller kitchen appliances, books, photo albums, seasonal clothing, kids' toys.
- ✓ Mark each box with its contents and the room it belongs in.
- ✓ Return borrowed items and get items back that you have lent out.

4 WEEKS BEFORE YOUR MOVE

- ✓ Confirm your move date and time.
- ✓ Inform your utility providers of your move-out date and your future utility providers of your move-in date.
- ✓ Confirm any travel arrangements needed for pets. All their medical records should be in your "Moving" file.
- ✓ Have your Yard Sale over the weekend. Update any ads on Kijiji or Craigslist.

3 WEEKS BEFORE YOUR MOVE

- ✓ Create an inventory list of your belongings, including serial numbers and photos. There are lots of smart phone apps that can make this task much easier.
- ✓ Cancel automated payment plans and local accounts.
- ✓ Dispose of or give away household flammables, corrosives and poisons.
- ✓ Bring your vehicle in for a tune-up

2 WEEKS BEFORE YOUR MOVE

- ✓ Submit a change of address with government agencies
- ✓ Confirm travel arrangements for the household.
- ✓ Put a folder together for the new home owners with anything you think they'll find helpful, including your new address for mail.
- ✓ Take furniture apart if necessary (shelves, desks, etc.)
- ✓ Plan meals to use up the last of your food.

1 WEEK BEFORE YOUR MOVE

- ✓ Confirm your moving plans with your moving representative. Request a reply email so you have a record of answers to your questions.
- ✓ Empty gas from your lawn mower, barbeque, heaters, tools, etc. and drain water from garden hoses.
- ✓ Fill any prescriptions you need for the move. Request pharmacist transfer your file to the pharmacy in your new community.
- ✓ Pack a travel bag/box with essentials to keep with you during the move. Don't forget your "Moving" binder!
- ✓ Make sure family and friends have your new address.

- ✓ Let your credit card company know that you are travelling/moving so they expect charges from different locations.
- ✓ Plan how larger pieces of furniture will be moved (measure doorways, stairs, etc.)
- ✓ Defrost refrigerator and deep freeze (24 hours before the move).

MOVING DAY

- ✓ Walk the hired labour through the house and inform them of any special instructions.
- ✓ Check every room, closet and drawer once more to ensure nothing is left behind.
- ✓ Place carpet and door frame protectors throughout the house.
- ✓ Have “last load” items put aside to be loaded last, so that they’re the first items to be unloaded.
- ✓ Don’t forget your travel bag/box; be sure it comes with you when you’re on your way.

MOVING IN!

- Make sure your utilities are all working.
- Clean your new home
- Examine furniture and items as they are unloaded and being placed. Note any damage.
- Place all your travel receipts into your “Moving” file.
- Assemble beds with bedding.
- Begin unpacking. Start with the kitchen and bathroom, followed by other essentials.
- Stop by the post office for any held mail.
- You did it! Enjoy your new home!