

TIMING YOUR MOVE

PART I



The process of moving will always be more time consuming than you think, and nothing will make your move more stressful than running out of time.

Use this timeline to stay on track from 7 weeks out, until 24 hours before.

A to B

7 WEEKS BEFORE

- ❑ **RESEARCH YOUR NEW COMMUNITY.** Unless you're moving within the same neighborhood, crossing any sort of state, county, or township line means that you're subject to different taxes, laws, and rules. Avoid surprises by being very prepared.
- ❑ **CALCULATE YOUR MOVING COSTS.** This should include supplies (*boxes, tape, other packing essentials*), on-the-road-expenses (*gas, tools, hotels, etc.*), storage (*in case there is a lag time between move out and move in*), and moving trucks or movers. Check out Unpackt.com for a guide on calculating moving costs.
- ❑ **TRANSFER SCHOOL RECORDS.** If you're switching schools, have kids' school records transferred to their new school.
- ❑ **RESEARCH MOVING OPTIONS.** Review companies and options that you have to help with your move (*professional movers or truck rentals*).
- ❑ **CREATE AN INVENTORY OF YOUR HOME.** Make a list of all belongings as you pack, room by room. Add photos to supplement the inventory.
- ❑ **CREATE A MOVING BINDER.** Gather all moving quotes, contracts, and receipts (many moving expenses can be tax deductible, so keep this around during tax time).
- ❑ **GATHER FREE MOVING MATERIALS.** Start collecting boxes from grocery stores, liquor stores, friends/family, or services like freecycle.org. The earlier you start, the more money you will save.

6 WEEKS BEFORE

- ❑ **KEEP, SELL, DONATE, OR TOSS.** Having trouble letting go? Keep in mind that items you sell can make you money, items you donate can equal tax deductions, and less stuff means less money and less work.
- ❑ **CUT BACK ON SHOPPING.** Clean out your refrigerator and freezers. Use up supplies, paper goods, etc.
- ❑ **SCHEDULE YOUR MOVE.** Choose your moving company, or reserve your rental truck.
- ❑ **PURCHASE MOVING MATERIALS.** Gather any extra items you will need, like specialty boxes.
- ❑ **CREATE A MOVING KEY.** Using a color-coded labeling system when packing your boxes will make sorting, moving, and unpacking much easier.
- ❑ **PACKING PART I.** Reorganize and pack what isn't in use, and store these items in basements, attics, and storage units.

5 WEEKS BEFORE

- ❑ **MAKE SURE YOUR BELONGINGS ARE COVERED.** Check with your insurance company to ensure in-transit belongings are covered. Bring a home inventory for reference and any agreements you've made with movers or truck rentals.
- ❑ **COMMUNICATE.** Start making others aware of your move early, so you don't forget anyone.
- ❑ **SCHEDULE CLEANERS.** You'll want them for after move out day, and before move in day.
- ❑ **PACKING PART II.** Valuables, jewelry, paperwork, and other important items or documents should be gathered early, and kept with you during the move.
- ❑ **PACKING PART III.** Pack all nonessentials, like decorations and artwork, books, specialty appliances, and out-of-season clothing.

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TIMING YOUR MOVE PART II



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4 WEEKS BEFORE

- ❑ **HANDLE MEDICAL NEEDS.** If you're switching doctors, schedule premove checkups to gather scripts, and transfer family records.
- ❑ **TRANSFER PET RECORDS.** If you're switching vets, schedule a premove checkup to gather scripts, and transfer pet records.
- ❑ **CANCEL MEMBERSHIPS.** Start with places like gyms that often have long-term cancellation policies.
- ❑ **CHANGE YOUR ADDRESS.** It is best to start this process early. It takes more than signing up for forward mail service with the post office. For a full list of essential to-dos when changing your address, check out www.americanlifestylemag.com/sharable/move7005/
- ❑ **PACKING PART IV.** Double check your labeling system with what you've done so far, and continue packing your nonessentials.

3 WEEKS BEFORE

- ❑ **HANDLE UTILITIES.** Schedule cancellations, transfer services, or start dates for new utilities. Do this early to allow for premove repairs and other services.
- ❑ **NEW HOME LOCKS.** Purchase locks for your new home, and arrange for a locksmith.
- ❑ **ARRANGE FOR CHILD AND/OR PET CARE.** It's always best to keep kids and pets out of the moving day chaos.
- ❑ **PLAN YOUR TRIP.** Book hotels, transportation, and plan stops for long-distance moves.
- ❑ **START SAYING GOOD-BYES.** Do this early so you're certain you don't miss anyone.
- ❑ **REQUEST TIME OFF AT WORK.** At least one day off of work is needed, unless you're moving on a weekend.

2 WEEKS BEFORE

- ❑ **PLAN A WEEK 1 BOX AND A TRAVEL BAG.** Sort these items now to ensure they are not packed away.
 - » A week 1 box includes items that you'll need during your first week. A travel bag includes enough clothing for however long you might be without your belongings, plus toiletries, medications, etc.
- ❑ **RETURN BORROWED ITEMS.** Return library books and items borrow from neighbors, friends, and family.
- ❑ **DISPOSE OF ALL HAZARDOUS MATERIALS.** Empty and dispose of materials, such as gasoline or propane, often found in household or lawn equipment.
- ❑ **CHANGE STATE DOCUMENTS.** If you're moving to a new state, make a plan for switching auto registrations, driver's licenses, and passports.

1 WEEK BEFORE

- ❑ **FINISH PACKING AND SEALING.** Waiting until now to seal most boxes will help you avoid unpacking boxes.
- ❑ **ROAD TRIP PREP.** Gather needed maps, medications, food supplies, and children necessities.
- ❑ **TRAVEL SAFELY WITH PETS.** Gather food, medications, and familiar toys or a blanket. Keep as many of your pet's belongings with you during the move as possible.

FINAL 24 HOURS

- ❑ **LARGE ITEMS.** Defrost, dry, and clean your refrigerator. Disconnect and prepare major appliances.
- ❑ **BACK UP ALL COMPUTERS.** A lot can happen during travel and transport. Backing up computers will ensure your digital paperwork, work, photos, etc. are safe.
- ❑ **CAPTURE THE MOMENT.** Don't forget to take a few family photos in front of your old home.