

The following checklist may be helpful:

Start:

- "move file" to keep track of estimates, receipts and other important information
- collect moving materials: boxes, bubble wrap, packing tape, marker
- start to pack items not in immediate use: seasonal clothing, sports gear, keepsakes

Make arrangements for:

- help...ask friends and/or family, or consider hiring
- moving company or reserve a rental truck/trailer
- storage, if necessary
- special travel arrangements for kids
- child care for moving day
- veterinary records and special travel arrangements for pets
- pet care for moving day
- having school records transferred to your children's new school and/or daycare
- make arrangements for keys, for both your new home and current one

Be sure all personal, family, and financial records are accounted for:

- birth certificates
- passports
- insurance (auto)
- medical (including prescriptions & shots)
- dental
- legal
- financial records/safety deposit box
- post office change of address
- birth certificates
- back up your computer files

Disconnection/connection of:

- utility service
- telephone
- cell phone
- internet
- gas/electricity
- fuel (oil or propane)
- water
- cable
- satellite
- newspaper

Things to do - sooner:

- contact insurance company for moving coverage and to transfer policy to new home
- create a floor plan of new home to determine where you will put things (label boxes for the correct room)
- make a master inventory list and label boxes to make it easier to look for individual items
- pack a box of items that will be needed first at new home. (mark "load last" on box)
- pack, pack and pack
- Canada Post Change of Address form for:
 - friends and family
 - Revenue Canada
 - employer
 - banks
 - credit cards
 - health club
 - magazines
 - associations

Things to do - later:

- return borrowed items (friends, library)
- collect lent items (CDs, books, toys)
- hold a garage or moving sale
- properly dispose of items that cannot be moved (paints, cleaners, propane, flammables)
- service automobile before move
- drain water bed & hoses
- disconnect and prepare major appliances for move

Confirm:

- if using a mover, date and time of packing and moving
- if moving yourself, rental truck/trailer
- confirm help with friends or moving team

Odds & Ends:

- install new batteries in smoke and carbon monoxide detectors in new home
- consider having your locks re-keyed
- register to vote

Moving Day/ Delivery Day:

- drop off kids & pets at pre-arranged care site
- make note of all utility meter readings
- turn off all lights and non-essential electronics - turn down/off the furnace
- do a final clean up of old home, checking all rooms, closets, cupboards, shelves, sheds & garage
- be sure to leave toilet paper and paper towels (karma)
- lock all doors and windows
- if using a mover, be sure someone is at the old house to answer questions
- if moving yourself, be sure helping friends and family have lunch & liquids
- breathe.....moving is stressful