

# On The Move



Moving can be an exciting – and frustrating – time. In our fast-paced life-styles, planning is unfortunately not considered or executed in the best way. In a perfect world, an eight-week schedule would adequately prepare you for your move; however, many households don't have eight weeks to plan! Below is a compressed moving planner to help you prepare for the big day.

## 6 Weeks

- Create a "Move" file for receipts and records – keep it handy.
- Gather estimates from moving companies or truck rental companies including moving assistance information. You'll need to make a reservation, this can't wait 'til the last minute.
- Talk to your accountant or the IRS about which moving expenses may be tax-deductible.
- Discuss with your insurance agent or your moving company about your coverage during the move.
- Get a change-of-address kit from the post office. Change the address on magazine subscriptions, catalogs, and creditors.

## 5 Weeks

- Schedule the mover to do the packing a day or two before truck loading. If you're moving yourself, figure out how many boxes you'll need, and be sure to reserve your truck.
- If you're moving to a new town, call your doctor and dentist and ask for referrals.
- Make checkup appointments for your pets, and ask your Vet about vaccination requirements for your new location.

## 4 Weeks

- Cancel any monthly services. Many require at least 30 days notice, or you will be billed for an extra month. Arrange for new services to begin at your new home.
- Decide what items will make the move and which will not. Have a yard sale or donate unwanted items to charity. More weight in a move means more cost.
- Arrange for transfer of school records for everyone in your household.
- Find out how to get a new driver's license, registration, and insurance (if needed) in your new location.

## 3 Weeks

- Start packing seldom-used items. Remember to label your boxes so you can unpack with ease. Plan to carry irreplaceable and hard-to-replace items with you (jewelry, photos, family heirlooms). Some state laws prohibit the moving of houseplants – consider giving your plants to friends.
- Check to make sure you have returned all rented videos and library books.
- Check dry cleaners, storage facilities, and repair shops for personal articles.

## 2 Weeks

- Arrange to transfer bank accounts, and get traveler's checks if needed. Clear out your safety deposit box as well. Make sure you have money to pay movers or truck rental company.
- Cancel direct deposit or automatic payment arrangements on bank accounts you are closing.
- Make sure your car is serviced and ready for the trip.
- Update e-mail address, if necessary. Let your on-line friends and contacts know of your move.

## 1 Week

- Back up your computer files before disassembling and packing your system.
- Transfer all refillable medical prescriptions to a pharmacy in your new location.
- Arrange for a baby-sitter if you have young children. You can concentrate on moving if you know the kids are safe and out of the way.

## 2-3 Days

- Defrost and clean your refrigerator and freezer.
- Have the movers pack your shipment, or finish packing your shipment.
- Pack a box of "delivery day" items you'll need when you arrive, such as paper plates, paper towels, toilet paper, soap, bath towels, and trash bags.

## Moving Day

- Pick up the truck if you are moving yourself.
- Make a list of every item and box loaded onto the truck.
- Let movers know where you can be reached.
- Do a final walk-through of your old residence, checking closets, drawers, and other storage areas. Turn off lights, lock doors and windows.
- Read the mover's bill of lading carefully before you sign it. Keep it in a safe place until your move is complete.

## Delivery Day

- Be available when the moving truck arrives. Make sure all your boxes have arrived undamaged before signing paperwork and letting the movers leave.