



# ULTIMATE MOVING CHECKLIST

Don't let your next move cause stress — stay on track with this step-by-step moving checklist.

## TWO MONTHS BEFORE

- Contact your insurance agent and transfer medical, property, fire, and auto insurance policies.
- Notify the schools that your children attend. Let both the old and new school know and ask for their records to transfer. Start the registration process as soon as possible.
- Inform your doctors and dentists if you will be starting at a new clinic/office ask them to send you a release form that allows them to transfer your records when necessary.
- Cancel or transfer memberships in your current hometown.

## ONE MONTH BEFORE

- Create a folder for all receipts and other moving expenses. Hold on to these because you may be able to use them as a write-off, come tax season (Form 3903).

## ONE WEEK BEFORE

- Log onto USPS.com and register to change your address. Complete this task at least one week before your move-in date. Doing this before you move allows time for mail to forward to your new address.
- Change your address with all financial institutions that you work with:
  - Banks and Credit Unions
  - Credit Card Companies
  - Other Various Loan Providers, etc.
- Notify your current utility companies that you will no longer occupy your existing home, at least a week before moving out. At this same time, call the utility companies that service your new address and schedule a transfer of service for your closing date.
  - Gas
  - Electric
  - Water/ Sewer/ City fees
  - Cable and Internet Service
  - Trash and Recycling Services

## MOVING IN

- Clean and inspect. Scrub surfaces, and make sure everything is working properly before your household goods arrive.
- Unload your items, and begin organizing your new home.
- Get settled. Pick up any mail being held at the local post office, get a new driver's license and automobile tags (register to vote while you're at it), and locate places such as gas stations, doctor's offices, and grocery stores.
- Send an email or letter to your friends and family! Let them know what your new address is so that they can take note.