

MOVING CHECKLIST

Moving requires much preparation and planning in order to ensure a smooth and pleasant relocation. We suggest you start planning months in advance, if possible, in order to avoid unpleasant surprises. This list of steps is not exhaustive and we recommend you add the additional tasks that may apply to you.

WHILE AT PRESENT LOCATION

- ◆ Obtain estimates from moving companies and select a reliable one.
- ◆ Transfer/Cancel utilities accounts: Electric - Telephone - Cable - Gas
- ◆ Notify post office of new address.
- ◆ Send change of address notices to:
 - Family & Friends
 - Doctors and dentists
 - Magazines Subscriptions
 - Attorney
 - Insurance agent
 - Stockbroker
 - Credit card companies
 - Motor club
 - Accountant
 - Long distance carrier
- ◆ Return library books
- ◆ Dispose of flammable items in a safe and legal manner.
- ◆ Cancel newspaper delivery
- ◆ Obtain school records
- ◆ Arrange for repairs to be done at present home.

WHEN MOVED TO NEW LOCATION

- ◆ Verify connection of utilities.
- ◆ Provide new schools with children records.
- ◆ Subscribe to local newspaper.
- ◆ Open / transfer bank accounts.
- ◆ Get library cards.
- ◆ Locate hospitals & Doctors.
- ◆ Monitor mail for correct address & send notices if required.