



## MOVING TIPS

Make your move as painless as possible; here are some helpful tips to make your move as organized as possible.

Here is a list to help you organize the process. This will assist in catching some of those details that can slip through the cracks.

- Notification List:** Make a list of everyone who needs to be notified of the move; family, friends, employers, creditors, schools, doctors, dentists, veterinarians, newspapers, magazines, etc. File a change of address with the post office.
- Notify Utilities:** Schedule to have your utilities disconnected at your old home, and connection of them at your new one. Be sure to disconnect the day after you leave and connect the day before you arrive. If you have "last month" deposits with services, such as the water or gas company, request your refund.
- Notify Banks:** Contact your bank and/or credit union to transfer or close accounts. Clear out safety deposit boxes.
- Cancel or Transfer Local Subscriptions:** Call your newspaper courier and set a date to cancel your subscription.
- Inventory:** Go through each room and decide what to keep and what to get rid of.
- Plan Removal;** Plan a yard sale, put items on EBay / Craigslist.org or contact your local charities for donations. Put your Yard Sale on Craigslist.org to advertise.
- Use Non-Disposable Food & Products:** Plan meals for the last week of the move to help empty the refrigerator and avoid using appliances that will already be packed. Start using things that can't be moved such as bleach and aerosol cleaners. Dispose of all flammables, corrosives and poisons. Drain all gas and oil from your mower and other motors as well as empty gas grills, kerosene heaters, etc.
- Prepare Transportation:** Arrange for a rental car or other transportation if needed. Remember any pets and do not forget to include necessary medical and immunization records. Schedule your car(s) to be inspected for a long distance move. And don't forget to Transfer your auto registration. Prepare by getting your traveler's checks or cash for "on the road" expenses.
- Return & Pick Up:** Return all rented videos and pick up all dry cleaning or items out for repair. Fill any prescriptions or medications you will need during the transition period.
- Send out Notifications:** Notify family, friends, employers, creditors, schools, doctors, dentists, etc., of your new address and phone number.