

## 4 weeks before move day

- Schedule connection of utility services at your new apartment or home (if applicable), including:
  - electricity
  - water
  - sewage
  - cable
  - internet
  - telephone
  - trash disposal
  - other \_\_\_\_\_
  
- Schedule the disconnection of utility services at your old apartment or home.
  - electricity
  - water
  - sewage
  - cable
  - internet
  - telephone
  - trash disposal
  - other \_\_\_\_\_

- File a change of address with the Post Office and learn about Mail Forwarding at your local Post Office or at the US/Canada Post website.
  
- Arrange for cleaning and repair of furniture, carpet and drapes.
  
- Gather important personal records including medical and dental, school records, legal and financial documents, birth certificates, passports and insurance documents.
  
- Prepare to set aside time daily to pack your boxes between now and move day. Remember to label them.
  
- Get your car tuned-up and ready for the drive.
  
- Donate, sell or throw out anything you don't want to move.

### Moving belongings to a self storage unit for the summer.

- Make any preparations to store your belongings.
  - reserve self storage unit  
(we recommend moving into your unit one week before you move for the summer.)
  - reserve movers or a moving truck
  - start collecting moving and storage boxes
  - buy lock / tape / packing supplies

### Moving to a new apartment or home for the summer.

- Make any preparations for your move.
  - reserve movers or a moving truck
  - start collecting moving boxes
  - buy tape / packing supplies

## 2 weeks before move day

- Return any borrowed items and retrieve items borrowed from you.
  
- Print maps and directions for you and your movers.

- Prepare auto registrations for transfer if you are moving to another state.
  
- Notify auto insurance

- Pack out-of-season clothing and anything you won't need for a while.

## 1 week before move day

- Send out change-of-address notifications to anyone that needs to contact you at your new address. Including magazine subscriptions, financial institutions and other organizations.
- Assemble a backpack with your checkbook, credit cards, reservation/confirmation numbers, identification, flashlight, keys, mobile phone charger, snacks and bottled water.  
(These will stay with you while traveling in your car.)

### Moving belongings to a self storage unit for the summer.

- Move your items to be stored in a self storage unit into its temporary home.  
(Don't worry, they will be safe, and waiting for you when you get back. Your move is in a week, so now that these are out of the way, you can focus on moving the rest.)
- If you're storing a refrigerator, empty, defrost and clean it 24 hours before it goes into storage.  
(Save on storage space and use the space inside the refrigerator too)

### Moving to a new apartment or home for the summer.

- Pack up anything you won't need for the coming week. Make sure to label your boxes so you can find what you need once all of your things are at your new place.

## 1 day before move day

- Have an adequate amount of cash for any travel expenses you cannot pay for with a credit card.
- Empty, defrost and clean your refrigerator and freezer at least 24 hours before moving day.
- Disconnect and prepare major appliances. Separate anything that will travel in your car.
- Pack a box of items that you will need right away at your new home or apartment and label this box "load last".
- Check every room one last time before deciding everything is loaded.
- Pets. If traveling with you, make sure you have an adequate supply of food, medications, leashes, travel cage and water dish packed in the car.
- Charge mobile phones and other devices you will be traveling with.
- Get plenty of sleep.

## MOVE DAY!

- Turn off all lights and lock up windows and doors before you leave.
- Fill your stomach and your gas tank to full.  
(Drive safely.)

## Notes

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