

## 6 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 Canada Post and learn about Mail Forwarding at your local Post Office or at the Canada Post website.

- Arrange for cleaning and repair of furniture, carpet and drapes if you're moving from an apartment.

(Let's get back as much of your security deposit as possible.)

- Arrange for cleaning and home repairs you are required to do if you're selling your home.

- Prepare to set aside time daily to pack your boxes between now and move day. Remember to label them by contents and what room they belong in.

- Donate, sell or throw out anything you don't want to move.

- Begin eating any stored food in your pantry. The more you can clear that out, the less you have to move.

**Moving your belongings to a self storage unit temporarily or as an addition to your home.**

- Make any preparations to store your belongings.
  - \_\_\_ reserve self storage unit

(we recommend moving into your unit one week before your big move if you are using a self storage in addition to moving into your home.)

- \_\_\_ reserve movers or a moving truck
- \_\_\_ start collecting moving and storage boxes
- \_\_\_ buy lock / tape / packing supplies

**Moving to directly to your new apartment or home.**

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

## 4 weeks before move day

- Gather important personal records including medical and dental, school records, legal and financial documents, birth certificates, passports and insurance documents.
- Continue to pack your boxes between now and move day. Remember to label them by contents and what room they belong in. If you find more items to donate, sell or throw out. Now is the time to do it.
- Get your car tuned-up and ready for the drive.
- Continue eating up any stored food in your pantry. The more you can clear that out, the less you have to move.
- Request time off from work for move day.
- If it's feasible to plan where your furniture will go into your new place. Now is a good time to start the plan. Moving your furniture directly into the room where they will need to be in helps you get settled in faster.

## 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
- Notify renter's insurance
- Pack out-of-season clothing and anything you won't need for a while.
- Coordinate any child care or pet care schedules for move day.
- Notify credit card company if you are moving far away.
- Confirm movers and other reservations.
- Schedule the cancellation of any services for your old home
  - \_\_\_ newspaper delivery
  - \_\_\_ gardener
  - \_\_\_ house cleaner
  - \_\_\_ pool maintenance
  - \_\_\_ other regular deliveries
  - \_\_\_ other \_\_\_\_\_

## 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.)

Disassemble furniture as needed. Remember to put hardware in labeled bags or tupperware. Keep them with the furniture parts if possible.

Moving your belongings to a self storage unit temporarily or as an addition to your home.

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 come for them. 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 directly to your new apartment or home.

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. Remember to label the contents and the room they go into.

## 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.
- Disassemble the last of the furniture as needed. Remember to put hardware in labeled bags or tupperware. Keep them with the furniture parts if possible.
- Get plenty of sleep.

## MOVE DAY!

- Pick up the moving truck (if you rented one).
- Take your movers or helpers through the house to go over the game plan.
- Walk through the empty space to make sure nothing was left behind. Look behind every door, cabinet and drawer.
- Turn off all lights and lock up windows and doors before you leave.
- Fill your stomach and your gas tank to full.  
(Drive safely.)
- Moving to directly to your new apartment or home.
- Direct your movers or helpers on where to put everything.
- Check utilities and do a quick visual inspection if you haven't done so before move day.
- Assemble the furniture you need right away.
- Start Unpacking

## ALL MOVED IN!

It'll take some time to settle in and get a feel for your new home or apartment and your surrounding neighborhood. But it will be fun! Enjoy your new home or apartment.

## Notes

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