

Moving Checklist

Planning and packing systematically will help you streamline moving your home. I created this checklist to help you identify all the things you need to do and track your progress.

As always, feel free to contact me if you have questions.

Household

- arrange home insurance to start the same day as your adjustment date. Cancel the insurance on your old home as of your possession date.
- switch utilities from your current home to your new home (for example: electricity, gas)
- switch over your telephone, cable and internet service
- cancel home services such as alarm monitoring
- if renting, give notice to your landlord
- change your children's schools
- retain receipts if work is reimbursing you for expenses or if tax deductible

Change of Address

- | | | |
|--|---|---|
| <input type="checkbox"/> Canada Post
(redirect your mail to your new address) | <input type="checkbox"/> Newspapers | <input type="checkbox"/> Bank/Credit Union |
| <input type="checkbox"/> Family | <input type="checkbox"/> Magazines | <input type="checkbox"/> Credit cards |
| <input type="checkbox"/> Friends | <input type="checkbox"/> Community centre | <input type="checkbox"/> Revenue Canada |
| <input type="checkbox"/> Work | <input type="checkbox"/> Fitness clubs | <input type="checkbox"/> Vehicle registration |
| <input type="checkbox"/> Doctor | <input type="checkbox"/> Private clubs | <input type="checkbox"/> Driver's License |
| <input type="checkbox"/> Lawyer | <input type="checkbox"/> Church | <input type="checkbox"/> Family Allowance
(604.666.3040) |
| <input type="checkbox"/> Accountant | | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> Financial advisor | | <input type="checkbox"/> other: _____ |
| | | <input type="checkbox"/> other: _____ |
| | | <input type="checkbox"/> other: _____ |

Moving Preparation

- schedule movers
- book move time and elevator with building manager (condos)
- schedule packing time (consider packing a little each day or 1 room at a time)
Label boxes by priority (eg, 'unpack first') and room (eg living room, master bedroom, storage).
Do not label expensive items on boxes.
- acquire boxes and packing materials such as newspapers and tape
- sell/donate/recycle/discard unnecessary household items
- remember to pack items from your storage locker, balcony, yard, garage, shed, crawl space and attic
- return and collect borrowed items from neighbours, dry cleaners, library etc.
- make special arrangements for moving pets, plants and other sensitive items
- pack a moving day box and consider including the following:
 - first aid kit snacks and drinks kids toys and books
 - pet food cleaning supplies garbage bags
 - soap and towels hammer, pliers, screwdriver, flashlight

Moving Day

- meet and direct your movers
- complete the final cleaning of your old home and do a final walk-through to confirm you have all personal belongings
- if you sold your home, leave your keys and alarm code with me. If you rented your old home, do your walk-through and leave the keys with your landlord.
- meet me at your new home for a walk-through and get your keys

Notes