

MOVING COUNTDOWN CHECKLIST

2 MONTHS TO GO

- Start going through everything and decide what you want to move, give away/donate, or recycle.
- Create a floor plan to determine what will fit in the space.
- Start your rental file to keep track of your receipts, moving records, and rental information.
- Determine if you need to rent a truck or if your friends can help you move.
- If you need to rent a truck, compare costs from at least three different rental truck companies (make sure you ask for all fees that may apply before you reserve).

1 MONTH TO GO

- Get boxes and other packing supplies.
- Start using up things that you don't want to move.
- Get a "Charge of Address Form" and change your address at any post office.
You can also do it online at www.usps.gov for a fee.
- Schedule connection of all utilities to your new place.
- Collect important documents to keep with you during the move, such as your birth certificate, medical records, legal and financial documents, passport, and insurance documents.
Don't pack them away; make sure you have them on you!

2 WEEKS TO GO

- Start packing, beginning with things that you don't frequently use.
- Get rid of anything that you are not going to move.

1 WEEK TO GO

- Aim to finish packing a couple of days before the moving date. Label and number things to make it easier to identify the things you will need right away.
- Set aside things that you will personally transport to your new place, such as valuables and important files.
- Confirm move-in date with the landlord.

2-3 DAYS TO GO

- Dismantle beds and other large furniture that you will be taking with you.
- Confirm your moving help (friends, rental truck, etc.).

