



## Personal Risk Services

# Moving tips and tricks

Whether you're renting your first apartment, buying your first home, moving across country, upsizing or downsizing, the moving process can be overwhelming. The following tips and tricks will help you pre-plan and approach moving day with confidence.

### Moving preparation timeline

Moving date



#### Two months prior to move

- Don't procrastinate – start planning and packing
- Get estimates from moving companies
- Reserve a rental truck if you're moving yourself
- Determine what items you are taking with you and which are obsolete. When purging, consider having a garage sale, donate to charity, or post items for sale on-line

#### One month prior to move

- Transfer your utilities – gas, electric, telephone, cable, etc.
- Create a change of address request with the US Postal Service
- Notify your insurance carrier and financial institutions
- Transfer or cancel your magazine and newspaper subscriptions

#### Two weeks prior to move

- Confirm your rental truck or moving company
- Go through your home and make repairs to ensure it is clean and in good order
- Pack a bag with essential items for your first night in your new home.

## Change of address checklist

- Employer
- U.S. Postal Service
- Financial institutions (credit cards, car loans, student loans and banks)
- Voter registration
- Insurance company
- Cable company
- Utilities (electricity, gas, water, telephone)
- Cellular service
- Doctor and dentist
- Attorney
- Pharmacy
- Schools
- Newspapers and magazines
- Veterinarian
- Church
- Home security company
- Lawn care and pest control companies
- Social security
- Department of Motor Vehicles
- Financial planner
- Veterans Administration
- IRS

## Safety and security for your new home

Now is a great time to purchase a few items that will keep you and your family safe in your new home. A few safety items include:

- Kitchen fire extinguisher
- Smoke detectors
- Carbon monoxide detectors
- Disaster kit (for 72 hours)

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## Packing tips

- Pick up boxes in various sizes. (Don't forget packing tape and bubble wrap.)
- Take pictures of all items before you pack them. This is a good time to start a home and content inventory. (Visit [KnowYourStuff.Org](http://KnowYourStuff.Org) for assistance.)
- Label each box with where you want it placed in your new home – kitchen, master bath, basement, etc.
- Mark easily breakable items such as glass, pottery, art, and china as FRAGILE in bold writing. Indicate on the box which end of the item is up.
- Pack valuable items such as jewelry and family heirlooms separately. Take them with you and keep them close at hand during moving day.
- Make sure all packing is completed by moving day.

## Moving day

- Confirm with the mover the addresses of both your former and new home and exchange mobile phone numbers.
- Pack a small box with essential items. This box should contain:
  - Soap and shampoo
  - First aid kit
  - Toiletries
  - Towels
  - Bed sheets and pillows
  - Toothbrushes and toothpaste
  - Paper plates and plastic utensils for fast food or delivery food
- Make one last trip around your former home to confirm all utilities have been shut off and all doors and windows have been closed and locked.
- Protect floors and door frames in your new home from moving damage.
- Check your contents for damage as they are being unloaded into your new home.

## Enjoy your new home.