

MOVING CHECKLIST

International move checklist

- ☐ Make flow chart for days/weeks before move.
- ☐ Make daily schedules.
- ☐ Get estimates from moving companies and arrange method of payment.
- ☐ Get boxes or packing containers.
- ☐ Sell, give away, discard unnecessary belongings.
- ☐ Notify post office and send out changes of address cards to companies to inform of move: telephone, insurance, mail order clubs, book and record clubs, electric company, gas or fuel oil, property tax department, laundry, newspapers, magazines, doctor, dentist, community centre, lawyer, accountant, stockbroker, cable television, utilities, motor vehicle branch, vets, credit card companies, motor club.
- ☐ Transfer or resign club or association memberships.
- ☐ Get letter of introduction to church, new clubs.
- ☐ Get school records for transfer to new school.
- ☐ Make arrangements to move family, hotel reservations, plane tickets.
- ☐ Get all medical, dental, birth, baptism and marriage records.
- ☐ Transfer house, car, personal insurance records and check into auto licensing requirements.
- ☐ Check and clear tax assessments on your current property.
- ☐ Ensure that your moving out and moving in days do not conflict with other two parties involved.
- ☐ Check storage facilities.
- ☐ Collect and send out all items to be cleaned or repaired.
- ☐ Return all items borrowed; collect all items loaned.
- ☐ Arrange for connection and shutting off of utilities.
- ☐ Have your car prepared for the trip or arrange transport.
- ☐ Dispose of flammable items.
- ☐ Defrost and clean fridge one day before moving; clean stove.
- ☐ Have meters read.
- ☐ Make arrangements with caretakers, if renting.
- ☐ Use up perishable food.
- ☐ Arrange to transport plants, pets, fish and perishables.
- ☐ Clean rugs and drapes.
- ☐ Arrange for work that has to be done at new home.
- ☐ Get warranties and tips from previous occupants.
- ☐ Plan for children and pets on moving day.
- ☐ Get moving company appraisals of items for future claims.
- ☐ Check ---swimming pool equipment.
- ☐ Cancel cleaning service, pool maintenance, window cleaners, snow removal.
- ☐ Leave house clean for new occupants.
- ☐ Transfer prescriptions for drugs and eyeglasses.
- ☐ Transfer government or private health and hospital plans.
- ☐ Return library books.
- ☐ Cancel or pass on subscription tickets.
- ☐ Arrange money during move period.
- ☐ Investigate wills.
- ☐ Transfer stocks, bank accounts, contents of safety box.
- ☐ Ensure you have adequate insurance for goods in transit.