



Moving Checklist – How to Plan Your Move

4-8 weeks before you move

Create an Inventory list for everything to be moved

Your top priority should be to plan ahead of time. Check all of your stuff and make an inventory of anything that needs to go with you. Inspect each room in the house and select what you want to keep and what you want to get rid of.

Get rid of the unwanted/cannot be moved items

The less you have to move, the better — therefore begin the pre-move purging process as soon as possible. It's never a better time to get rid of old CDs, futons, and books than just before you move. Try holding a garage sale to get rid of unwanted items while earning a few dollars. You can also call your local charities to arrange for a free pick-up of larger furniture.

Create a budget for moving

Determine your complete moving budget before hiring a moving company or committing to a do-it-yourself move. If you are relocating for a job, make sure to check with your company to see if they will cover the expenses.

Research moving services and confirm the arrangement

It is time to contact personal moving services at least 4 weeks in advance. Searching for moving companies on the Internet or the yellow pages can be a good idea. Read customer reviews, obtain at least three quotes, and determine your budget. Make sure they have proof of license and insurance. You do not have to choose one from them immediately, but you should look into the options and make evaluations accordingly. Then confirm with the best suitable moving company, and give them enough time for planning and estimating your needs.

Order moving supplies

If you are getting ready to move for your entire house, now is the time to order all of the necessary moving supplies, such as boxes, tapes, bubble wraps, markers, etc. These items are essential to ensure that your belongings reach securely at your new home.

Forward your mail

You can forward your mail easily by submitting a change of address to your post office ahead of time. You can either do it online or at your local Post Office.



Rent a storage unit if needed

Renting a storage unit is a good idea when you plan to move to a new home, whether you need temporary storage while unpacking or if your new home is under renovations.

1-2 weeks before you move

Confirm date & time with moving company

Call your moving company to confirm the day and time of their arrival. Don't forget to inform them of any other vital details, such as parking and elevator access to your new home.

Notify related parties of your upcoming move

You can send out an email or give your friends and family members a quick phone call to notify your move. Another quick and easy approach to let people know you're relocating is to make a moving announcement on social media. Also do not forget to alert your banks, brokerages, subscribed home services, insurance and utility companies the date you are moving.

Request time off work for moving day

Notify your company that you will be supervising the move and will require a day off. Plan to leave on a Friday if at all possible, which gives you the rest of the weekend to organize your stuff. In Canada, your employer is required to provide you with a day off if you need to relocate. Just make sure to notify them ahead of time.

Start packing up your home

Make a packing schedule before you start boxing up your belongings. Pack all of your non-essentials and seasonal items first, such as books, winter coats, home décor items, electronic devices that are not frequently used. Pack the necessities last. Kitchenware, dishes, clothes, toiletries, and any other items you will need in the days leading up to the move are all included. Make sure to pack fragile things carefully and identify boxes as clearly as possible.

Tape and label all boxes properly

Everything you are bringing with you should be packed in boxes, taped tight, and labeled with the contents. Pack essential items like enough clothes, toiletries, clean underwear, and socks into the suitcase that you can live out of for a few days.



Obtain documented evaluation of antique items for the value

When packing, keep a note of the pricing of things of great value, such as antiques. These things may necessitate additional insurance coverage from your moving company.

Check furniture for damages

Before the moving company begins packing and moving your furniture, you should inspect everything for dents and scratches. This will help you identify whether any of the transferred furniture has been dented or scratched during the moving.

Clean old home

Before you move, don't forget to tidy your old house. A little more effort might save you money on cleaning fees. Even if you are not attempting to recoup your security deposit, you may make the property more appealing to prospective purchasers.

Clean out the fridge before moving

If you are bringing the fridge with you, clean and defrost it at least 24 hours before moving day. Check that it is empty and clean.

Get cash for a tip

If you plan to tip your movers, prepare cash in advance for the moving day.

On the day of move

Check all boxes and items in the house

Make sure all kitchen essentials, home decorations, small gadgets have been properly packed in boxes. All valuables such as jewelry, cash, and other high-value items should be placed in a lockbox that is easy to find.

Check all furniture, cabinet, and appliances

Check all of your furniture, closets, cabinets, and appliances to ensure that they are empty and there are no items left in them.

Check the inventory list

Have the inventory list in hands of all your belongings to check what you have and what the movers are hauling this way. Also, double-check your driver's inventory sheet. Make a note of anything that is missing or damaged ahead of time. It's also a good idea to photograph fragile items like lamps, glass items, or heavy appliances for liability and insurance considerations.

**Have water bottles for the movers**

Make sure you have water bottles for yourself and the movers. As you want to make sure everyone stays hydrated, especially on a summer day.

Check everything before you leave

Make sure you are not missing anything before leaving the house. Check if water, lights, and air condition have been turned off. Hand over the keys to your landlord or the new owner.

Be available to facilitate the moving process

Have your new address as well as your contact information available to the movers. Answer any moving-related questions they might have. Make sure to reach your new home prior to the movers, and guide them to put items in the right places.

Tip your movers

Tip your movers if they did a good job. It is common to tip 12% to 20% of the total cost for large moves, while 5% to 10% for small moves.