



# MOVING CHECKLIST

## 12+ WEEKS BEFORE

- ☐ Create your MOVING BINDER
- ☐ Confirm closing day process with your lawyer
- ☐ Research moving companies and collect quotes
- ☐ Research and interview professionals and trades as needed for renos
- ☐ Secure off-site storage if needed
- ☐ Start editing! Donate or sell anything you don't want to take with you
- ☐ Other:
- ☐ Other:

## 9 TO 11 WEEKS BEFORE

- ☐ Choose your moving company & confirm your booking
- ☐ Book time off work
- ☐ If moving to a new city, make any required travel arrangements
- ☐ Contact new schools to register & arrange for record transfers
- ☐ Book child sitter(s)
- ☐ Book pet sitter(s)
- ☐ Other:
- ☐ Return items you've borrowed and retrieve items you've lent
- ☐ Clean the oven
- ☐ Collect packing essentials: tape, boxes, packing paper, peanuts, etc.
- ☐ Pack off-season items
- ☐ If your move involves elevator access, book the freight elevator for your moving date
- ☐ Other:
- ☐ Other:

*Reminder: Keep Your Receipts!*

## 7 TO 8 WEEKS BEFORE

- ☐ Identify large items for donation or disposal. Book dates for pick up or drop-off
- ☐ Assess your home & check your sales contract for items needing repair prior to closing. Fix them.
- ☐ Collect hazardous household items and arrange to drop off at your local disposal site
- ☐ Identify and pack items requiring special care and handling (i.e. guns). Alert your moving company
- ☐ Contact your doctor, dentist, wellness practitioners, and vet to update your address or request files
- ☐ Other:
- ☐ Other:

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## 4 TO 6 WEEKS BEFORE

- ☐ Notify utility companies of date to discontinue/ transfer service
  - ☐ Electric
  - ☐ Water
  - ☐ Gas
  - ☐ Internet
  - ☐ TV
  - ☐ Phone
- ☐ Sign up for mail forwarding through Canada Post
- ☐ Service your vehicles
- ☐ Contact your insurance provider(s) & make arrangements to update or transfer all relevant policies
- ☐ File a change of address for Ontario Services for every member of your household
- ☐ If renting, confirm your landlord or property manager's contact info
- ☐ If you're leaving a rental, schedule a final walk-through on moving day
- ☐ Book a cleaning company for move-out clean service on closing day
- ☐ Other:
- ☐ Other:

## 2 TO 3 WEEKS BEFORE

- ☐ Clean up/drain gas from any maintenance equipment
- ☐ Have rugs & draperies professionally cleaned & packed
- ☐ Provide new info to CRA
- ☐ Back up computer files
- ☐ Return any cable TV equipment
- ☐ Fill prescriptions
- ☐ Transfer magazine subscriptions
- ☐ Other:
- ☐ Notify the following about your change of address:
  - ☐ Banks
  - ☐ Credit Card Companies
  - ☐ Financial Advisor(s)
  - ☐ Lawyers
- ☐ Alert neighbours or get permission from the property manager to park for at least 4 hours on moving day
- ☐ If moving cities, cancel any local memberships & withdraw from local associations
- ☐ Other:

## 1 WEEK BEFORE

- ☐ Inform your employer of your new address
- ☐ Confirm arrangements with your moving company & review the plan
- ☐ Scan or photograph important documents as back-up
- ☐ Pack your personal items kit
- ☐ Remind your neighbours about upcoming moving day. Leave your forwarding address!
- ☐ If traveling by train or bus, confirm what items you can travel with
- ☐ Set aside essentials for moving day night, and the following morning. Load them last into the truck so they come off first

# MOVING CHECKLIST

## 1 WEEK BEFORE CONTINUED

- ☐ Clean out your fridge
- ☐ Organize keys & make sure they're properly labelled
- ☐ Other:
- ☐ Other:
- ☐ Collect appliance manuals, warranties, & receipts, and place in a spot the new homeowners can easily find
- ☐ Disconnect electronics and collect all cords, adapters, etc. in an accessible place
- ☐ Other:

## THE DAY BEFORE

- ☐ If not included in the sale, take down window treatments
- ☐ Create a moving playlist to keep the mood energized
- ☐ Set aside house plants and fragile items, to transfer separately from the moving truck
- ☐ If moving during the winter, clean driveways and walkways of ice and snow
- ☐ Walk through the house to ensure nothing's been missed. Confirm every box is labelled!
- ☐ Other:

## MOVING DAY!

- ☐ Get up early
- ☐ Eat a healthy breakfast
- ☐ Set aside snacks, water, and other beverages for you and the moving crew - moving is thirsty work
- ☐ Collect the paperwork you need today and keep it handy
- ☐ Remove linen from beds and pack, along with any towels
- ☐ Dismantle beds as much as possible.
- ☐ Take photos/videos of your home for your files
- ☐ Other:
- ☐ Place keys with manuals, etc.
- ☐ Leave your new address and contact info for the new residents
- ☐ Meet the cleaners and provide instructions. Confirm end time, and arrive prior to review work, direct final touch-ups, pay and tip
- ☐ Final check of the property
- ☐ Renters: conduct the final walk-through with your landlord
- ☐ Tip your movers!
- ☐ Other:
- ☐ Other:

*Welcome Home!*