

Printable Moving Checklist from Mail Box & Pack

Two Months Prior

- Create a binder to keep moving estimates, receipts and an inventory of your items.
- Inventory items you will move to your new home (store inventory in your binder).
- Research movers and get estimates (store estimates in your binder)
- Organize children's school records and have them sent to new school.
- Obtain copies of medical and/or veterinary records.
- Call insurance company to make necessary changes to policies.
- Gather copies of legal and financial records.

Six Weeks Prior

- Purchase boxes and moving supplies (see Mail Box & Pack's savings offer below).
- Start using up perishable food items.
- Have a garage sale or online auction to dispose of unwanted items.
- Have antiques and other valuable items appraised.
- Contact health clubs to cancel/transfer memberships.

One Month Prior

- Select your mover and confirm all moving arrangements.
- Begin packing items starting with the ones you use infrequently.
- Label each box with contents and the room into which it will be moved.
- Separate any valuables and store in a safe box you will personally transport to your new home.
- Fill out a change of address form at the local Post Office (ask about the benefits of the Mail Box & Pack Private Mailbox Service).
- Notify important parties (i.e. your bank, credit card companies, newspapers, magazines, etc.).
- Call local charity to pick up donations of large household items.
- Pack and ship items you are giving to family members (let Mail Box & Pack handle this for you).
- Call and make arrangements to disconnect utilities (current and new location).

Two Weeks Prior

- Have your vehicle serviced (if moving a long distance).
- Take pets to veterinarian to get current vaccinations.
- Remove contents of your Safe Deposit Box (if changing banks).
- Contact moving company to confirm final details.
- Properly discard propane tanks.

One Week Prior

- Refill prescriptions.
- Pack suitcases.

A Few Days Prior

- Defrost and clean freezer.
- Plan for payment to mover.

Moving Day

- Verify that moving truck that shows up at your home is from the company you hired.
- Take inventory.



with coupon

15% OFF on Moving Supplies

Discount Offers Cannot Be Combined
Limit 1 Coupon Per Customer
Coupons Expire 6/30/2014

 **BOX
& PACK**

(828)693-1700
224 Thompson St.
Hendersonville, NC 28792
www.MailBoxandPack.com