

# MOVING CHECKLIST

Tips to help make your move as smooth as possible.

## TWO MONTHS BEFORE MOVING

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- Decide how to move – hire a mover or rent a van for family or friends to use
- Confirm moving date and time with each location
- Book mover or van to be used by friends/family
- Book elevator at your current and future home for day and time of move
- Use floor plan of your new suite to decide what you will take
- Have antiques and other valuables appraised if selling items
- Gather important documents such as birth certificate, identification, medical records, tax files, insurance, legal documents, etc.
- Arrange for delivery to your new home any new items you may need

## ONE MONTH BEFORE MOVING

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- Begin packing
- Sell or donate unwanted items
- Begin using up food and supplies that will not be moved
- Fill out change-of-address forwarding forms at post office and mail to friends and family
- Notify all banks, financial institutions, pension plans, creditors, utility companies, and insurance companies of new address
- Arrange for tenant insurance for new home
- Arrange to cancel services the day after move such as hydro, water, gas, phone, cable, newspapers, and home insurance
- Arrange for hook-up or transfer of telephone number, cable, and Internet
- Arrange for cleaning of your old home once vacated

## TWO WEEKS BEFORE MOVING

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- Arrange for all belongings not moving to be removed or donated
- Notify Ministry of Transport of new address for driver's license and vehicle registration
- Notify vehicle insurance company of new address
- Transfer prescriptions to new pharmacy and ensure sufficient supplies on hand
- Notify doctor and dentist of your move

# MOVING CHECKLIST

## ONE WEEK BEFORE MOVING

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- Re-confirm moving date and time with old and new address
- If you have a pet, arrange for its care on moving day
- Pack overnight bag with two days of clothing, prescriptions and toiletries
- Pack critical items you will need immediately such as chequebook, identification, wallet, personal phone book, keys, and important documents – you may want to label this as your “With Me” box

## DAY BEFORE MOVE

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- Re-confirm arrival time of the moving truck
- Re-confirm arrival time of persons who will clean the home you are leaving
- Put your “With Me” box and overnight bag in a safe place to take with you
- Get cash if needed to pay mover
- Empty refrigerator
- Plan where to have breakfast, lunch and dinner today and tomorrow

## MOVING DAY

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- Read all moving company paperwork carefully before signing
- Exchange phone numbers with movers
- Do final safety and perimeter checks before leaving the house including checking the settings on the heat/air conditioning/fans, water shut off, lights off, doors and windows locked
- Obtain key to your new suite when you arrive at your new home
- Double check mover’s inventory list and note any damaged items or boxes before signing off and paying the mover

## DAY AFTER

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- Confirm telephone and Internet are working
- Call family and friends to let them know you are settled in
- Meet with your Life Enrichment Coordinator to discuss the activity calendar and sign up for outings
- Relax and enjoy your new home