

Moving Checklist

Stay on top of your moving to-do's with this checklist.

2 Months prior to move-in

Make truck rental reservations or arrangements with a moving company. Be sure to ask the following questions:
1) Are on-site estimates offered? 2) How is pricing determined? 3) Will movers pack items (and if so, at what additional cost)?
4) Is the quote binding or non-binding? 5) What insurance is included? 6) What, if any, additional charges may arise?

Request a copy of the signed contract

Create a binder to hold all move-related paperwork (checklists, contracts, receipts)

Place legal, medical, insurance, and tax records in a safe and accessible place.

1 Month prior to move-in

Sort items to keep, donate, discard, and sell —hold a garage sale if desired.

Have valuable items appraised. Photograph or record video of them. Upload images/video to the computer and ensure physical (CD or DVD) and/or cloud backups are made.

Gather packing supplies (boxes, box cutters, tape and tape dispensers, wrapping material, labels, colored stickers, etc.)

Pack contents of the garage, attic, and storage areas, as well as other infrequently used items (e.g. books, holiday items)

Assign a color to each room and mark boxes and furniture with colored stickers.

Label and number each box with an inventory list of contents.

Have utilities and phone/internet services disconnected in the old home the day after you leave and installed in the home a day before you move in.

Call a locksmith to have your new home's locks changed on moving day or before.

Arrange to have a cleaning company prepare the new home before you arrive and tidy the old home after you leave (if desired)

2 Weeks prior to move-in

Pack the bulk of your items

Complete a change-of-address form online or at your local post office.

Notify magazines, newspapers, banks, and credit cards of your new address

Plan for special care needs for infants, elderly, pets, or other dependants.

Firm up moving dates as best you can — keep in mind possible delays and extensions of closing dates.

1 Week prior to move-in

Print an information sheet for the movers with your old/new addresses, directions, and cell phone number.

Finish packing and set aside week's worth of clothing.

Put small valuables and important documents in a box or bag

Create last-out, first-in box with all day-to-day necessities (bedding, towels, toiletries, cleaning supplies, medications, basic tools/utensils)

Moving Day

Do a walk-through with the movers and make sure no items have been left behind

Give keys to the real estate agent/landlord

Inspect for damages, photograph relevant items before signing the release.

Test faucets, toilets, utilities, smoke detectors, and security systems.



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