

Moving Checklist

47 Essential Tasks in an 8-Week Timeline

QUICK FACTS

- * Timeline: 8 weeks before to 1 week after
- * Total Tasks: 47 organized by deadline
- * Used by 25,000+ families since 2010
- * Decluttering saves 20-30% on moving costs

8-6 WEEKS BEFORE: Research, Plan & Declutter

Research & Book

- Request a free quote from Ontrack Moving: (888) 914-8787
- Verify mover credentials (Ontrack USDOT #2551548)
- Compare moving insurance options
- Book your moving date (mid-month saves 15-20%)
- Reserve parking permits if needed

Declutter & Donate

- Sort items: keep, donate, sell, trash
- Schedule donation pickups (Goodwill, Salvation Army)
- List valuable items for sale online
- Create home inventory with photos

Gather Supplies & Start Packing

- Order moving boxes (small, medium, large, wardrobe)
- Stock up: packing paper, bubble wrap, tape, markers
- Start packing non-essential items

4-2 WEEKS BEFORE: Notify, Pack & Prepare

Address Changes & Notifications

- File USPS change of address (\$1.10 at usps.com)
- Notify utilities of move-out date (gas, electric, water)
- Set up utilities at new address
- Update address: banks, credit cards, insurance
- Update employer HR department
- Transfer medical/dental records
- Notify schools of transfer
- Update subscriptions (streaming, magazines, etc.)

Packing (Most Rooms)

- Pack room-by-room systematically
- Label boxes: room name + contents
- Photograph electronics before disconnecting
- Disassemble furniture, bag and label hardware
- Arrange special handling for valuables/antiques

Logistics & Confirmations

- Confirm moving company reservation
- Arrange pet/child care for moving day
- Plan travel if moving long-distance
- Book hotels if needed for multi-day move

FINAL WEEK: Finish Packing & Confirm

Final Packing

- Pack remaining 20% (daily items)
- Defrost freezer 24-48 hours before
- Prepare appliances for transport
- Pack your essentials box (keep with you)

Final Confirmations

- Reconfirm movers: time, address, payment
- Get crew lead phone number
- Confirm utility shutoffs and startups
- Get cash for tips (\$5-10/mover/hour)
- Set aside payment for movers

MOVING DAY: Execute & Settle In

At Old Home (Morning)

- Final walkthrough of empty rooms
- Check closets, cabinets, garage
- Greet movers and review plan
- Point out fragile items
- Stay available for questions
- Hand over keys to landlord/buyer

At New Home

- Direct furniture placement
- Check items off truck
- Note any damage immediately
- Sign paperwork after inspection
- Tip movers and thank them
- Do final walkthrough

FIRST WEEK AFTER: Settle In

- Unpack essentials: kitchen, bathroom, bedroom
- Update driver's license (within 30 days)
- Update car registration
- Register to vote at vote.gov
- Locate nearest hospital and pharmacy
- Meet your neighbors
- Leave a review for your moving company

ESSENTIALS BOX (Keep With You)

- | | |
|--|--|
| <input type="checkbox"/> Phone chargers & cables | <input type="checkbox"/> Paper towels & toilet paper |
| <input type="checkbox"/> Toiletries (2-3 days) | <input type="checkbox"/> First aid kit |
| <input type="checkbox"/> Medications | <input type="checkbox"/> Snacks & water |
| <input type="checkbox"/> Change of clothes | <input type="checkbox"/> Basic tools |
| <input type="checkbox"/> Important documents | <input type="checkbox"/> Pet supplies |
| <input type="checkbox"/> Laptop & work items | <input type="checkbox"/> Kids' favorite items |

NEED HELP WITH YOUR MOVE?

Call Ontrack Moving: (888) 914-8787 or visit www.ontrackmoving.com

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