

# Moving Tips

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## Before You Pack:

- Take a look around your house. Lighten your load by identifying things you do not want to take with you.
  - Donate unwanted clothes and items and keep the receipts for tax write-offs
  - Have a garage sale for those items that are in good shape
- Take inventory of your belongings before they're packed, in the event you need to file an insurance claim later.
- Make arrangements with a moving company or reserve a rental truck.
- Make travel arrangements, if necessary, with airlines, buses, car rental agencies and hotels.
- Set up a checking account in your new city.
- Check into the laws and requirements of your new city regarding home-based businesses, professional tests, business licenses and any special laws that might be applicable to you.
- Find friends and family members to help you pack and load your belongings as well as offer you peace of mind during this hectic time.

## **Packing Tips:**

- Invest in good packing materials and equipment; they will be worth paying for.
- Keep the following supplies handy for packing:
  - Boxes, marking pen, bubble wrap, newspaper and tissue
  - Tape and scissors
  - Tape measure
  - Tools and a few cleaning products
- Use strong boxes and containers that can be secured tightly. Purchase special boxes for dishes, your wardrobe and other special items.
- Pack audio-video equipment in their original boxes. Label cables and tighten transit screws. If removing screws, tape them to the objects they are removed from.
- Avoid loading more than 50 pounds into one box.
- Label each box and indicate the following:
  - Which room it should go in
  - Whether it is fragile
  - If it should be loaded last so it will be unloaded first
- Save room by using towels and blankets to wrap fragile items.
- Pack books tightly on end in small boxes. If books smell musty, sprinkle talcum powder between the pages and wrap them before packing. Leave stored for a couple of months to eliminate the smell.
- Have rugs and draperies cleaned before moving and leave them in wrappings for the move.
- Carry all valuables, medications and important documents with you.

## Two Months before Moving

- Interview potential truck rental or moving companies and ask what kinds of insurance they offer. Ask them to estimate the cost for their service.
- Refer to the company's moving policy to determine the services the mover will be authorized to perform.
- Create a "Move" file to keep your records and receipts organized.

## One Month before Moving

- Fill out a change of address form at your local post office. Also, remember to end service or change the addresses for the following:

<b>Utilities</b>	<b>Insurance Companies</b>	<b>Professional Services</b>
Cable	Accident	Broker
Electric	Auto	Accountant
Gas	Health	Consultants
Telephone	Home	Dentist
Water	Life	Doctor
		Lawyer
<b>Subscriptions</b>	<b>Government Offices</b>	<b>Business Accounts</b>
Health/Fitness Club	Post Office	Bank
Magazines	Library	Cellular Provider
Newspapers	IRS	Drug Store
Professional	Voter Registration	Disposal
Internet Access Provider		Credit Card Compan

- Update your friend's and family's addresses and give them your new address and contact information.
- Obtain medical and dental records, x-rays and prescription histories. Ask doctor and dentist for referrals and transfer prescriptions.
- Make arrangements for transporting pets.
- Start using up food items so there is less left to pack and possibly spoil.
- Contact the Chamber of Commerce in your new town and ask for a relocation package.

## One to Two Weeks before Moving

- Confirm travel reservations.
- Reserve elevator if you are moving from an apartment.
- Have appliances serviced for moving.
- Close bank accounts and have your funds wired to your new bank. Before closing, be sure there are no outstanding checks or automatic payments that haven't been processed.
- Collect valuables from safe-deposit box. Make copies of any important documents before mailing these or hand carry them to your new address.
- Check with your insurance agent to ensure you'll be covered through your homeowner's or renter's policy during the move.
- Find out the policy your new state may have about auto licensing and auto insurance rates.
- Check with your insurance company about switching coverage to your new home.
- Flammable liquids and gas should not be moved with you. Be sure to dispose of the following:
  - Lawnmower/snow blower gas
  - Paint
  - Aerosol cans
- Make special arrangements for moving with children and/or plants.

## Day before Moving

- Unplug electronic devices (computers, audio/video equipment, and stereos) the day before you move. This will ensure they will be at room temperature on moving day.
- Make sure you have the payment ready for the mover. Double-check the company's payment policy.
- Defrost and clean your refrigerator and freezer.
- Keep food and cooled beverages ready for the day of the move.

## On Moving Day

- Remain on the premises until all of your items are packed. It is your responsibility to see that all of your goods are loaded.
- Have a few extra boxes on hand for last minute unpacked items.
- Get all your keys together and put them in a safe spot.
- Pack important documents and valuable items with you, or use registered mail to send these to your new home.
- Carry traveler's checks for possible expenses.

- Double check closets, drawers, shelves, basement, attic and garage to be sure they are empty.
- Make sure all windows and doors are shut and locked before leaving.
- Be sure the moving van driver has the correct address, phone number and directions. Confirm the delivery date with them.
- Be sure to check:
  - Is the water shut off?
  - Is the furnace shut off?
  - Are the light switches turned off?
  - Are the utilities arranged to be disconnected?
  - Are the windows and doors shut and locked?
  - Are the keys returned to appropriate place or person?

### **After Arriving At New Home**

- Renew your driver's license, auto registration and tags.
- Shop around for new insurance policies, especially auto coverage and renter's insurance.
- Revise your will and other legal documents to avoid longer probate and higher legal fees.
- Explore your new neighborhood. Locate the hospitals, police stations, veterinarian and fire stations near your home. Also find the local supermarket, hardware store, pharmacy, video rental store and library.
- Locate the smoke and carbon monoxide detectors and fire extinguishers in your new home and be sure they are in working condition.
- If necessary, install new door locks and dead-bolts.

### **Moving Plants**

- Check with your local U.S. Department of Agriculture for regulations regarding moving plants from one state to another. Many states have restrictions on certain plants to prevent importing bugs or pests that can destroy valuable cash crops.

#### **House Plants:**

- A few weeks before you move, prune plants to make packing easier. If you need to, ask your florist for instructions.
  - Handy Tip: A week before you move, try placing your plants in a black plastic bag with a bug/pest strip, pet flea collar, or bug powder. Close the bag and place in a cool area overnight to kill any pests on the plant or in the soil.

- The Day before The Move: Place the plants in cardboard containers. Hold them in place with dampened newspaper or packing paper. Use paper to cushion the leaves and place a final layer of wet paper on top to keep them moist. If you must leave your plants behind, then take cuttings. Put them in a plastic bag with wet paper towels around them.
- On The Day of The Move: Set the boxes aside and mark "DO NOT LOAD" so they won't be taken on the moving van. Close the boxes and punch air holes in the top before loading into your car.
- When you arrive, unpack the plants as soon as possible. Remove plants through the bottom of the box to avoid breaking the stems. Do not expose the plants to much sunlight at first. Let them get gradually accustomed to more light.

#### Garden Plants:

- Research climate and soils of new home.
  - Seeds - gather and store in an airtight container.
  - Bulbs - dig up during their natural dormant season. Pack in a mixture of loose dry peat moss and vermiculite to provide a lightweight and protective transport medium.
  - Garden tools - sharpen blades of clippers, lawn mowers and shears and apply a thin coating of household or motor oil to protect the paint and metal parts. Clean and disinfect rakes, hoes and sprinklers. Household bleach can be used to disinfect a variety of items.

### Moving Pets

#### Cats and Dogs:

- Many people prefer to take their cats and dogs with them by car. If so, remember to take along the following items:
  - Food
  - Water
  - A leash for letting your pet out of the car
  - Newspaper or sheets to keep your car clean
- Many animals get car-sick during long drives, so make a few extra stops along the way in addition to regular bathroom breaks. Remember to check in with any hotels you will stop at in advanced to be sure they allow pets.
- Sometimes, depending on the animal's temperament and size, it might be better to have your pet shipped by air. Be sure to check if your destination has any local requirements or restrictions on animals.
- If you cannot meet your pet after it is shipped by air, be sure to arrange for someone to meet your pet and take care of it until you arrive. A kennel can do this for you and keep your pet until you have completed your move.

- If you are flying to your new destination, your cat or dog can ride in the baggage compartment. Different airlines have different requirements so be sure to check the precise details in advanced. You may need the following items:
  - Health certificate. Obtain this from your veterinarian a week before the flight.
  - Pet container. The airline might have a special container available or you can use your own as long as it complies with airline regulations.
  - Tranquilizers. Your vet can provide tranquilizers to be given to your pet along with the proper instructions.
  - Your scent. Your pet can be comforted by having a piece of cloth or toy with your scent on it.

#### **Smaller Animals:**

Hamsters, birds and other small animals can easily be transported in your car. To help keep the animals calm and quiet, cover cages with a cloth. Also, make sure they have food and water available.

#### **Fish:**

It can be very impractical and risky to move fish. Check with your local pet store for recommendations on moving your specific type of fish.

