



Moove In Self Storage

Handy Mooving Guide and Checklist

6-8 WEEKS BEFORE MOVING

This is a great time to begin the details of your move.

- Make a list of items you plan on moving to your new home and items you wish to take to storage.
- Make a list of items to be handled by the mover and those you will handle yourself.
- Dispose of or donate the items that you do not need or consider a garage sale if you have time.
- Research and get estimates from several moving companies. Select one and discuss costs, packing, timing and other necessary details with them.
- Transfer homeowners/apartment and auto insurance through your insurance agent.
- Many moving expenses are tax deductible, so maintain a file with important information and receipts for moving related expenses.
- Place all your medical records in a safe place. Do not forget prescriptions, vaccination records and other important information.
- If moving to a new community, find out about the parks, recreation and community programs from the local Chamber of Commerce or Visitor's Bureau.

4-5 WEEKS BEFORE MOVING

Start collecting moving and packing supplies. These can be purchased from our stores often at better prices than retail stores!

- Register your children in their new schools. It would be a good idea to involve them in the moving process. They can help pack their toys and items from their room.
- If you have pets, make arrangements for transportation. Find out if there are specific requirements for pet ownership in your new township or community. Also, obtain your pet's records from your veterinarian.
- Contact the post office and fill out a USPS change of address form, or take care of it online.
- Provide your new address to: utilities such as phone, trash, cable/satellite, water, gas, electric, sewer; internet provider; banks and financial institutions; insurance companies; social security administration; clubs; newspaper and magazine subscriptions; friends and family; doctor's offices; etc.

2-4 WEEKS BEFORE MOVING

- Contact utility companies: electric, gas, phone, trash and others for disconnection after your scheduled move out.
- Call ahead to have utilities connected to your new home.
- Start packing items you don't currently need. Determine which items go to storage and which items go to your new home. Place boxes in separate locations within your home to keep them separate.
- Don't forget items in basements, attics and closets.
- Also, be sure to remove contents from your safety deposit box.
- Begin to move items to your self storage unit that will not be going to your new home.
- Remember to return any items you have borrowed. Also, collect items you have loaned out.
- You may NOT want to pack your valuables in the moving van or truck; consider taking them with you instead.
- Plants – some state laws do not allow moving house plants. Plants could be given to friends or perhaps a local charity.
- If you are going to travel by car, you may want to have the automobile serviced prior to departure.

1 WEEK BEFORE MOVING

- Have one box set aside for valuables and important papers. This should be placed in your car with you.
- Continue to move items to your storage unit.
- Disassemble your computer and back up important files. Avoid exposure to extreme temperatures.
- Dispose of flammable items like cleaning fluids, matches, acids and other hazardous items responsibly.
- Make sure your items are labeled: fragile, load first, load last and do not load to ensure the safety of your items.
- It is important to empty, defrost and clean your refrigerator at least one day before moving.
- Confirm that your moving company knows the correct address and phone number of your new home. Provide them with a phone number to get in touch with you until you get to your new home.
- Keep plans flexible and make arrangements in case of delays. Confirm travel arrangements and keep items you will need while the rest of your belongings are in transit.
- Pack a separate box with the things you will need immediately upon arriving at your new home, for example – snacks, disposable plates and cups, bathroom items, trash bags and medications.

MOVING DAY AND AFTER

*Be there to direct the movers. The driver must have your name and phone number in writing.
(Also remember to take destination agent's name, address and contact number.)*

- Thoroughly check your closets, drawers, shelves, attic and garage to make sure nothing is left behind.
- Sign the bill of lading and make sure your new address and phone number are correct.
- Turn off all the switches and lock all doors and windows.
- Plan placement of major items in your home.
- While unpacking, make sure there is no damage and no items are missing.
- Make sure utilities are connected.
- Carry traveler's checks or cash for quick payments.
- If moving to a new state, you will need to obtain a new driver's license and revise your will and other legal papers.
- Locate the hospitals, police stations and fire stations near your new home.

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