LAMACCHIA REALTY RELOCATION CHECKLIST

**8 WEEKS BEFORE YOUR MOVE**

◊ Organize your belongings into three piles: Keep, Purge, Donate
◊ Request quotes from moving companies in writing
◊ Collect important documents and records: school transcripts, health and immunization records, pet documents, dental files
◊ Schedule last appointments with doctors, dentists, vets, etc.
◊ Begin to drop off donations as boxes and bags fill up to local shelters and organizations - take your receipt with you for tax deductions

**6 WEEKS PRIOR**

◊ Contact your insurance company to determine best course for transferring your policies
◊ Sort through cleaning supplies and household chemicals that are prohibited from traveling in the moving truck. Use them up or give them away
◊ Change your address with accounts you can keep after the move: cell phone, bank, credit cards, subscriptions, etc.
◊ Complete change of address forms at the post office
◊ Collect packing supplies the move: boxes, bubble wrap, packing tape, large markers, etc.

**4 WEEKS PRIOR**

◊ Set up a cancellation date for current utilities/caretakers. This includes: water, gas/electric, landline, cable/internet, sewer, trash, landscapers, pool maintenance, housekeepers, etc.
◊ Determine best course of action to move your pets
◊ Make arrangements for your vehicles - are you having them towed on a flatbed or do you need to tune them up for a long drive?
◊ Pack everything up that you won’t need during the week of the move, leave the furniture and large items for the moving company

**2 WEEKS PRIOR**

◊ Dispose of hazardous waste through the proper channels. Your town or city will be able to best direct you
◊ Prepare all your outdoor appliances and equipment for the move
◊ Confirm travel plans for family, pets, moving company, etc.
◊ Use up your food in your pantry and refrigerator
◊ Pack bags that will travel with your family with a week’s worth of clothing and essentials
◊ Pack a box or two for easy access to household necessities for when you arrive - toilet paper, paper towels, toiletries, disposable utensils, cups and plates, towels, soap, snacks, celebratory champagne, etc.
◊ Fill all necessary prescriptions for your family and pets
◊ Confirm your move with your credit card company and bank

**MOVING DAY!**

◊ Oversee the moving company to ensure proper handling of your items, sign and keep a copy of the inventory list
◊ Broom sweep the house before you leave
◊ Leave forwarding information for the new owners to send you any mail or items left over

**NOTES**