

# CANADIAN Military Family MAGAZINE Moving Checklist

## Six to Eight Weeks Before Your Move

If renting, notify your landlord by registered mail within the prescribed deadline of your intention to move or give notice to CFHA at least 30 days prior to moving

Contact MFRC in new location to get welcome/information package

Start using up things that you cannot move like cleaning supplies and frozen food

Make a list for change of address

Complete Canada Post change of address form

Get copies of or arrange to transfer all school, medical, dental, veterinary, legal and accounting records

Update your resume

Contact insurance agent to transfer or cancel coverage

Get rid of anything you don't use any more

## Four Weeks Before Your Move

Contact all current and new location utility companies to set connect/disconnect dates

Gas

Water

Hydro

Cable/Satellite

Phone

Internet

Cellular Service

Make arrangements for relocation of pets

Transfer or resign club or association memberships

Send letter of introduction to your new Church, clubs, bank, etc.

Cancel service of cleaning person, pool maintenance, lawn service and snow removal

Return anything you have borrowed, collect anything you have loaned

Transfer bank accounts and safety deposit box

Arrange for house cleaning and carpet cleaning

## Three Weeks Before Your Move

Isolate items travelling with you:

Clothing Jewellery Important papers Valuables Irreplaceable items

Make travel arrangements for family, allow for unexpected delays

Arrange moving day childcare and book childcare at new location MFRC for move in day

## Two Weeks Before Your Move

Service car(s) for trip

## One Week Before Your Move

Pack personal luggage, enroute and destination items separately so they don't get packed on the moving truck

Fill any necessary prescriptions needed for the next 2 weeks

Cancel newspapers and any other subscriptions/deliveries

Farewells (give new address and phone number)

Remove pictures from walls and fill holes

## Day Before Your Move

Remove batteries from toys and appliances

Get electrical appliances ready to move

Defrost and clean fridge and stove

Dispose of flammable items that can't be moved

Give away plants and perishables

Set aside special toys such as a favorite teddy and activities for trip and hotel stay

Clean recycling and compost bins if they stay with the house

## Packing Day

Show the movers in, give them instructions and point out any fragile items

Give movers labeled Ziploc bags to add screws from disassembled furniture, include a photo of what the furniture looks like assembled or assembly manual

Put together a set up box with tools, paper towels, hand soap, toilet paper, duct tape, phone, TV remote and parts from disassembled furniture

Keep personal luggage away from movers, perhaps load your vehicle

Keep a shopping list for the first day in your new home

Remove trash Plan on spending the whole day at the house with the movers

Turn down heat Have necessary tickets, travel documents and money with you

## Loading Day

Inventory all goods being loaded

Final walk through house, garage, shed and yard to make sure it is empty; check inside cupboards, closets, corners and behind doors

Read the meters Lock the doors and windows and leave key with the real estate agent or landlord

## Destination

Stay with movers and check all inventory being unloaded Loss/damage verification

Read the meters

Change locks