

# PACKING & MOVING

GET  
SIMPLE  
BOX 

## checklist

### PREP IN ADVANCE

- Organize, declutter & clean
- Sell or donate unwanted belongings
- Take inventory of large items to move
- Measure furniture for placement at new home
- Schedule moving helpers (friends or a service)
- Arrange time off work & childcare for moving day
- Buy or borrow Packing Supplies
  - 20-30 Medium Sized Cardboard Boxes
  - Pro Tip:** use as many of the same size boxes as possible
  - 2-3 Rolls of Paper Packing Tape
  - Stretch Wrap
- Don't pack:** The following items cannot be stored inside our Moving Containers:
  - Anything combustible or flammable items
  - Anything living
  - Food of any type

### NOTIFY OF UPCOMING MOVE

#### Essentials:

- Post office & Mail forwarding
- Employer & School

#### Utility & Home Services:

- Gas, electric & water
- Telephone, internet & cable
- Garbage removal

#### Finances:

- Banks & Credit Unions
- Loans & Credit Card companies

#### Insurance:

- Homeowner / renters insurance
- Health, Life & Dental insurance
- Auto insurance

#### Government Agencies:

- Driver's License
- Taxes & Social Security

#### Service Providers:

- Doctors, Dentists & Prescriptions
- Attorneys & Accountants
- Subscriptions & memberships

### PACK AN OVERNIGHT BAG

- 2 sets of Clean Clothes
- Toiletries & any Medications
- Towels, Wash cloths, & Soap
- Toilet paper
- Cell phone charger
- Important files, Passport, etc.
- Cash & valuables
- Bottles of Water & Snacks
- Pet food & supplies

### LABEL AN "OPEN FIRST" BOX

- Cleaning supplies, windex, wipes
- Light bulbs, Flashlight & batteries
- Basic tools: screwdrivers, wrenches
- Paper plates, cups & utensils
- Coffee & snacks
- Hand soap & Paper Towel
- Remote controls & charging cables
- Garbage bags, broom/dustpan, measuring tape

### ON MOVING DAY

- Do a final cleaning & dispose of trash
- Leave labeled keys & garage door openers
- Final walk-through & document condition
- Lock doors, windows & turn off all switches
- Make extra copy of new keys & program garage door openers
- Get a Case of Bottled Water & Snacks in the fridge right away
- Draw a diagram of Rooms or Label each door w/ Painters Tape
- Assemble kids beds first

### KEY CONTACTS

---

---

---