



MOVE CHECKLIST

2 Months Before Move

- Finalize arrangements with new residence
- Decide on moving date
- Start a separate notebook just for the move. Keep it with you, and whenever you think of something—anything at all related to the move—write it down. Include to-do lists, a calendar/timeline, things you're likely to forget, questions about the new residence, floor plans. Even anecdotes or historical notes about possessions, or offhand remarks like "Oh, Aunt Judy would love this tea set." Although the notebook may not be particularly orderly, at least you'll know where to find the information.
- Start a folder/box for all important documents
- Obtain floor plan for new residence
- Take measurements of furniture proposed for new residence and make a preliminary layout
- Change of address with USPS
- Gather packing supplies
- Rent storage space if needed
- Begin sorting and deciding what to "Keep, Gift, Sell, Donate, Recycle, or Dispose"
- Take photos of items to disburse
- Take photos of current set-up to recreate setup in new residence
- Contact Moving companies and get quotes
- Contact Senior Move Management service for assessment and quote
- Contact insurance agent to update or cancel homeowners or renters policy

1 Month Before Move

- Finalize arrangements and contract with movers – ensure insurance for lost or damaged items
- Schedule disconnect or transfer of utilities –
 - Phone Internet Cable Electric
 - Gas Water Garbage
- Notify all physicians/ask for referrals if needing new ones
- Begin packing non-essential items
- Label packed boxes by room and contents



- Separate valuable items you will transport yourself
- Print new checks with new address
- Transfer or cancel magazine and newspaper subscriptions
- Notify these services about change of address
 - Family and Friends
 - Insurance
 - Credit card companies
 - Social Security Administration
 - Banks
 - State Vehicle Registration
 - State and Federal Tax Bureau
 - Pharmacy/prescription delivery program

2 Weeks Before Move

- Confirm movers (date, time, pricing, number of personnel on hand, payment details)
- Have someone assigned to meet the movers at the new residence. Be sure they have a key! If this is a facility, be sure the manager is expecting you.
- Continue packing – make sure boxes are clearly labeled
- Make sure all prescriptions are filled
- Take pictures of furniture and note any damages on an inventory sheet
- Start to use up food from refrigerator, freezer, pantry
- Dispose of any hazardous waste properly– paint, propane, gasoline, etc.

1 Week Before Move

- Create a schedule for moving day
- Have a screwdriver, wrench, pliers, tape, etc. handy
- Set aside any boxes you're moving yourself - Pack other important items that you'll keep with you during the move: new lease or residence contract, keys, medications, legal documents, checkbook, cell phone, address book, first-aid kit, extra cash, your relocation notebook. Label this container. Valuables such as jewelry should be in a safe-deposit box unless items are worn regularly.
- Pack an "Open First" box with items that will be needed immediately. The contents are typically for setting up sleeping accommodations and the bathroom and include items such as fresh bedding, soap, toilet paper, toothpaste & toothbrush, comb, nightclothes, towel, one change of clothes, and flashlight.
- If applicable, arrange for you or your loved one to stay with a friend or family member the night before the move, and/or ask a friend or family member to take your loved one out to lunch on



moving day. It may be easier for you/them to avoid watching the movers load the truck and drive away.

Move Day

- Remove bedding and take bed(s) apart
- Pack remaining food you want to move
- Take movers through the house and inform them of what to do
- Check each room for things left behind
- Remove all trash
- Turn off appliances and lights
- Verify utilities work at new home
- Assemble bedding and set-up bedroom and bathroom first at new residence
- Unpack kitchen, living room, and other essential spaces

Additional Tips

- If pets are involved, be sure to have a plan for them to be moved and accommodated in the new home.
- For the first few weeks after the move, keep an eye on yourself (or your elderly loved one). Alert the staff about any difficulty adjusting, as this could be Relocation Stress Syndrome.
- If your elderly loved one suffers from Alzheimer's or Dementia the moving process could be particularly challenging. The goal should be to make the new apartment as close to their previous home as possible to reduce stress and confusion. Taking pictures is an easy way to help you recreate living spaces from the old home. When unpacking, prioritize the bedroom and make sure this is fully set up as soon as possible.

Moving can be a long, arduous process. Our certified senior move managers can provide compassionate guidance and management for your transition.

- ✓ Develop a customized move plan
- ✓ Help sort all belongings for keep, gift, sell, donate, recycle, and dispose
- ✓ Customize floor plans for your new home
- ✓ Provide professional packing service
- ✓ Unpack your items in your new home



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- ✓ Arrange for disbursement and shipping of belongings to your children, grandchildren or other destinations anywhere in the U.S.
- ✓ Arrange for storage, if necessary
- ✓ Arrange for 3rd party services for selling, donating, and disposing of items

**For more information or to receive your FREE MOVE CONSULTATION
call 1-802-595-5550.**