

**Before You Move**

**Address Change Notification**

- Post office forwarding address ([www.moversguide.usps.com](http://www.moversguide.usps.com))
- Subscriptions (newspapers, magazines, movie delivery service, etc.)
- Bank (transfer funds) and other financial Institutions (credit cards, loans, etc.)
- AAA, FasTrack
- Employer/Industry Contacts
- Friends and Relatives

**Gather Records & Obtain Referrals**

- Ask for medical and dental referrals
- Transfer prescriptions (eyeglasses, medications, etc.)
- Obtain birth and medical records
- Obtain pet records, tags/registration; inquire about regulations for licenses, vaccinations, tags, etc.

**Transfer/Cancel Services and Utilities**

- Notify Utility companies and set turn-off date: Gas, water, telephone, fuel, garbage, cable/satellite
- Get refunds on any deposits; establish record of new residence for transfer
- Make appointments to set up service at new address: phone/DSL, cable/satellite
- Notify Insurance carrier(s): life, auto, health, fire

**Moving/Movers**

- Collect everything not to be moved and arrange for garage sale or charitable donation (save receipts)
- If relocating for employment, check with employer to find out what moving expenses they will pay
- Select mover, make an appointment for moving day and arrange for exact form of payment
- Get cartons and packing materials, start packing 6 weeks early (unless you have packing services)
- Plan for special needs of transporting infants and/or pets
- Plan use of foods
- Have appliances serviced for moving
- Have automobile serviced for trip
- Clean rugs and clothing, have them moving-wrapped
- Make inventory of furniture for dents and scratches (compare after move)
- Separate packed items you need for personal travel

**On Moving Day**

- Carry enough cash to cover moving services and expenses
- Double check closets, drawers, and shelves in every room to be sure they are empty
- Tell packers and driver about fragile or precious items
- Carry jewelry and important documents yourself or use registered mail
- Exchange contact phone number with driver and get complete routing information
- Lock doors and windows
- Lave all old keys needed by new owner with Realtor®, neighbor or other appropriate party

**At Your New Address**

- Check on status of all utility services including telephone, gas, electricity, and water
- Check pilot light on all relevant equipment such as stove, hot water heater and furnace
- Ask Mail Carrier for mail being held for you, if any
- Visit the Department of Motor Vehicles to update driver's license and registration
- Update voting information (save time by doing this at the DMV)
- Register children in school
- Arrange for medical services: doctor, dentist, veterinarian, etc.