**U-PACK’S MOVING CHECKLIST**

This comprehensive Moving Checklist was designed to help you stay on track leading up to, during, and after your moving day. Even with a long to-do list, moving doesn’t have to be stressful! U-Pack Moving is the solution that makes it easier and more affordable than you’ve ever imagined. With help from U-Pack and this easy moving checklist, you’ll be on your way to the most relaxed move you’ve ever made!

### 8 WEEKS BEFORE YOUR MOVE
- [ ] Start collecting estimates from moving companies – including a free moving quote from U-Pack!
- [ ] Budget for moving expenses.
- [ ] Create a “move file” to keep track of quotes, receipts and other important information.
- [ ] Start researching your new community.

### 7 WEEKS BEFORE YOUR MOVE
- [ ] Start compiling medical, dental, shot and prescription records.
- [ ] Ask doctors for referrals in your new city.
- [ ] Arrange to have school records and veterinarian records transferred.
- [ ] Gather copies of legal and financial records.
- [ ] Call your insurance agent to see what changes you need to make to your new policy.
- [ ] Contact health clubs, organization, and groups to cancel or transfer memberships.

### 6 WEEKS BEFORE YOUR MOVE
- [ ] Plan how you will move valuables and difficult to replace items (certified mail, or carry them with you).
- [ ] Begin purging your home. Separate items into those you will keep, donate or discard.
- [ ] Plan a garage sale.
- [ ] Start using items that can’t be moved such as frozen foods, bleach, and aerosols

### 5 WEEKS BEFORE YOUR MOVE
- [ ] Order boxes and moving supplies.
- [ ] Begin packing items you don’t use often.
- [ ] Clearly label each box with its contents and the room it is destined for.
- [ ] Pinpoint your move date.
- [ ] File a change of address with the Postal Service, or ask them to hold your mail at the post office in your new city.
## U-PACK’S MOVING CHECKLIST

### 4 WEEKS BEFORE YOUR MOVE
- Reserve your move online or by calling 1-800-240-7422.
- Notify these utility services of your move (both at your old and new locations):
  - Electric
  - Water
  - Gas
  - Telephone
  - Cell phone
  - Cable/Satellite and Internet
  - Sewer
  - Trash Collection
- Make travel arrangements for your pets.
- Put copies of pet medical and immunization records in your move file.
- Host a garage sale.

### 3 WEEKS BEFORE YOUR MOVE
- Plan how to transport your plants (they cannot be moved in the trailer or ReloCube).
- Dispose of flammables, corrosives, and poisons. Read the Do Not Ship List for a comprehensive list.
- Have your automobile serviced.

### 2 WEEKS BEFORE YOUR MOVE
- Notify these professional services of your move:
  - Accountant
  - Attorney
  - Doctor
  - Dentist
  - Financial Planner
  - Health Insurance Provider
  - Insurance Agent
  - Schools
2 WEEKS BEFORE YOUR MOVE

☐ Notify these services/accounts of your move:
  ○ Auto Finance Company
  ○ Bank/Credit Union/Finance Companies
  ○ Credit Card Companies
  ○ Exterminator
  ○ Health Club
  ○ Home care service providers (lawn, exterminator, snow removal etc.)
  ○ Laundry service
  ○ Magazines
  ○ Monthly memberships (Netflix, book of the month, etc.)
  ○ Newsletters
  ○ Newspapers
  ○ Pharmacy
  ○ Store/Gas Charge Accounts

☐ Notify these government offices of your move:
  ○ City/County Tax Assessor
  ○ State Vehicle Registration
  ○ Social Security Administration
  ○ State/Federal Tax Bureau (IRS)
  ○ Veterans Administration
  ○ Confirm travel arrangements for pets and family.
  ○ Confirm parking for your moving trailer or moving container. Obtain permits if needed.
  ○ Plan meals for the last weeks to use up your food.
  ○ Assemble a folder of important info about your house for the next home owner.
# U-PACK’S MOVING CHECKLIST

## 1 WEEK BEFORE YOUR MOVE
- Review your moving plans with your moving consultant. Email or call with questions.
- Contact your bank or credit card company if you are planning to pay for your move by debit or credit card.
- Print two copies of your bill of lading (BOL) to keep in your move file.
- Notify friends and family of your new address and phone number with a free Moving Notice.
- Pack an essentials box to keep with you during the move.
- Drain gas and oil from lawn equipment, gas grills, heaters, etc.
- Drain water hoses and waterbeds.
- Measure furniture and doorways to determine if larger pieces will fit through the door.
- Empty and defrost refrigerator at least 24 hours before the move.
- Fill any prescriptions you will need during the move.

## MOVING DAY
- Be familiar with our packing and loading tips and personally supervise hired labor.
- Place carpet, floor and door frame protectors throughout your home.
- Load goods in a pre-designated order, saving “last load” items for the rear of your shipment.
- Check every room and closet one last time to make sure nothing is left behind.
- Call the local ABF terminal to have your loaded moving trailer or ReloCube picked up.
- Leave a note with your new address so that future residents can forward stray mail.

## MOVING IN CHECKLIST
- Clean your new home
- Make sure everything is working and make repairs before your moving trailer or ReloCube arrive.
- Pick up any mail being held at the local post office.
- Unload your items and begin organizing your new home.

## MOVING IN CHECKLIST
- Keep all receipts and documents in your move file and store it in an easy-to-remember location.
- Get a new driver’s license and automobile tags, register to vote, etc.
- Contact the local paper for a new subscription.
- Enjoy your new home!