

## 8-12 Weeks Before

- Inventory and decide what items to keep, discard, sell, give away .....
- Obtain floor plan of new home-sketch out new furniture layout .....
- Conduct garage sale(s)/donate/discard unneeded items .....
- Research/select/book mover.....
- Set up moving binder/receipts/checklist items/contacts/to do's .....
- Research new community-schools, clubs, services, healthcare, etc. ....
- Gather records .....
- (medical, dental, school reports, banking, survey, credit card statements, mortgage(s), warranties, subscriptions, insurance, manuals, strata documents, title, receipts, contracts)
- Safely dispose of hazardous/flammable materials .....
- Use up items not being moved (food, cleaning supplies, garden items) .....
- Book trades for work needing to be done (repairs, disassembly, electrical, house cleaning, etc.) .....
- Notify landlord .....
- Review rental contracts .....

## 4-7 Weeks Before

- Change of address notifications
  - Bank accounts, credit cards, investment companies, insurance .....
  - Medical, dental, veterinary, employer .....
  - Subscriptions, memberships, clubs .....
  - Car insurance, licenses, health cards .....
  - Utilities, post office .....
  - Others .....
- Obtain copies of third party records (eg., medical/dental/veterinary) .....
- Collect boxes, packing materials, tape, labels, markers .....
- Arrange utilities at new home/set cancellations of current utilities .....
- Insure new home/set cancellation date for current home .....
- Register at new school, open new bank accounts, new medical/dental .....
- Return borrowed items/retrieve loaned items .....
- Confirm movers .....
- Make travel arrangements .....
- Make up files for new owners (warranties, codes, survey, septic plan, etc.) .....
- Arrange moving/storage of toys/RVs/boats/cars .....

## 2-3 Weeks Before

- Cancel deliveries (milk, papers, diapers, food, pool service, property maintenance & set up new) .....
- Outstanding errands (dry cleaning, safety deposit box, library books, etc.) .....
- Final disposal/donations of items not being moved (plants/furniture) .....
- Separate valuables (transfer these yourself) .....
- Continue packing/label boxes for contents and room location in new home .....
- Defrost freezer (completely dry before moving to avoid mildew) .....
- Drain hoses/gas in mower/weed trimmer/chain saw/snowblower .....
- Finalize arrangements at new home
  - elevator/movers access.....
  - parking.....
  - mail.....
  - utilities/internet/wifi/TV.....

### 1 Week Before

- Finish packing make sure all boxes are labeled, highlight fragiles .....
- Pack overnight bags and separate essentials from moved items .....
- Final walk through (check closets, shelves, storage, garage, cupboards) .....
- Get some rest! Take a bit of time for yourself .....
- Separate and label boxes you will need to access first .....
- Separate tools you will need first and label boxes .....

### Day Before Moving

- Empty/defrost refrigerator(s)/clean appliances .....
- Collect all old keys/sort and label/get new keys .....
- Final pack of personal belongings .....
- Keep needed paperwork/contact info accessible .....
- Final cleaning of home .....
- Final confirmations/addresses with movers .....
- Inspection with landlord .....
- Strip beds/dismantle furniture as needed .....
- Final dump run .....
- Inspect new home, utilities, cleaning, movers access/elevator .....

### Day of Move

- Pack/arrange for snacks/meals .....
- Final briefing of movers, give new address to all drivers .....
- Supervise movers old & new home .....
- Final check of old home
  - lock windows & doors, lights .....
  - turn in keys/documents .....
- Get to new home before movers (open windows, turn on lights) .....
- Label rooms for box/furniture placement .....
- Unpack essentials
  - set up bed(s) .....
  - fridge, stove, freezer, hot water, furnace, A/C .....
  - furniture assembly .....

### Enjoy!

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## Looking to Make a Smart Move?

*Better Call Paul!*



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