

Moving Checklist

Use this checklist to help you make your move as simple and easy as can be!

Before you move:

- Book the movers
- Arrange to have your gas, water and electricity meters read on the day you leave. Have the bills forwarded to your new address
- Have your oil tank read and filled before your sale closes and give the receipt to your lawyer
- Arrange for the water heater and furnace rental agreement to be transferred to the purchaser or paid in full prior to close and again bring receipts to your lawyer
- Call to disconnect your cable, internet, telephone and electricity
- If you are renting, give your landlord written notice and make arrangements for the return of any deposits
- Get a change of address form from the post office and send them out well before moving day
- Have the post office forward your mail to your new address
- Transfer Trust and/or Bank accounts
- Ask your dentist, doctor, pharmacist and optometrist to transfer medical, dental and prescription records
- Make arrangement to move your pets
- Dispose of all flammable liquids. It is illegal for movers to carry them
- Use the "Change of Address Checklist" to help you remember everything
- Decide what you want to take what you want to throw out and what you want to donate to charity or sell
- Start using up your frozen food. Don't buy any more than is necessary before moving
- Start planning your trip (if applicable)

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3 Weeks before moving:

- Arrange to have pets transported or boarded
- Get back any items you have lent and give back items you have borrowed
- Dispose of any flammable items such as paint, aerosol cans and cleaning fluids
- Start planning to disconnect utilities
- Send change of address information to the post office and other business
- If you are traveling a long distance, you may want to have your car serviced

2 Weeks before moving:

- Start packing non-essentials items
- Start calling to have your utilities disconnected
- Draw up a floor plan for your new home and start planning your furniture arrangement to make it easier the day of the move

1 Week before moving:

- Drain garden hoses, lawn mowers and other machinery
- Take down items such as shelves, curtains rods, mirrors that you are taking with you
- Verify your purchase sale reminder email
- Make sure that all of your important papers, keys, medication are ready to take with you
- Verify with your lawyer about cheque for the closing of your new home

Moving day:

- Breathe in, breathe out
- Do a final check for overlooked items
- Make sure windows and doors are locked, lights are turned off
- Give keys to your Lawyer or as per arrangements with your Realtor

Notes:

* Note that all the above is provided to you for information purposes only and as a general guideline. It is not intended to endorse specific services or providers.