



Canadian Association of Movers Help Sheet: Moving Timeline

When you're planning for a move, keep in mind that almost everything will take longer to do than you expect. The best way to keep on track is to plan ahead and stay organized. Here's a great timeline from our friends at the New Jersey Warehousemen & Movers Association that we've adapted.

Eight Weeks Before

- Pick a mover after obtaining at least three quotes and checking their references and reviews.
- Make an inventory of everything you plan on moving
- Decide what goes in the truck, car or trash
- Consider where you want to place furniture your new home.

Six Weeks Before

- Clean out closets
- Have a yard sale
- Transfer academic records to the new school
- Transfer medical records to your new doctor

Four Weeks Before

- Confirm the booking with your moving company.
- Arrange to have the movers come over two days before moving day, if they are packing for you.
- Get boxes and packing tape if you are packing yourself
- Start packing out-of-season clothing and other items you won't need right away.
- Fill out change-of-address cards at the post office or your on line accounts.
- Notify friends, family, the bank and your insurance agent of your new address.
- Send a change-of-address email to any magazines you subscribe to.
- Collect all your important papers, such as birth certificates, passports, medical and dental records. Do not pack these in any moving boxes.

Three Weeks Before

- Arrange to have the utilities disconnected a few days after the move.
- Get the utilities set up at your new residence.
- Start packing room by room.
- Arrange for a babysitter on moving day if you need one.
- Reserve the freight elevator in your building for moving day.

Two Weeks Before

- Arrange to move plants and pets (movers can't move them!)
- Get rid of items you're not allowed to move, such as gasoline and propane.
- Keep packing.
- Consider hiring a plumber or electrician to disconnect appliances you plan to move.

One Week Before

- Open your new bank accounts if you're making a long-distance move.
- Make sure you have enough medication to last through the move.
- Have your doctor write a new prescription you can fill after you move.
- Disconnect any appliances you'll be moving.
- Drain gas and oil from any power equipment you'll be moving.
- Finish packing
- Make sure items that aren't being moved are marked or in one location.
- Pack a bag of first-night items.

The Day Before

- Empty out your refrigerator.
- Ensure all items that you are moving yourself are in one location – either already in your car, or put in the bathtub or in a corner of a room.
- Pack up the last of the kitchen, bedroom and bathroom. Leave the boxes open for the few items to be added on move day.
- Contact the mover to confirm time of arrival the next day and any developments that may have arisen (you aren't finished packing, you need a few extra boxes, there's bad weather forecast for the next day, etc.)

Moving Day

- Make sure all scatter rugs and anything that the moving crew might trip over, are removed.
- Make sure pets are secured in a location out of the way of the crew.
- Make sure all members of the moving crew are aware of items that they are not to move. Consider using post it notes.
- Supervise the move. Meet all members of the crew and find out what each person's role is. There will be one person in charge of the move. That is the person you speak to if you have questions or concerns.
- Strip your beds and either pack in a box or use a clear garbage or recycling bag. Make sure the moving crew knows to take it.
- Ensure that everything gets on the truck. Check your closets and behind doors.
- Check that the movers have your new address and contact phone numbers. Get the driver's phone number in case you need to be in touch with him.
- Check all your paperwork, especially the Bill of Lading (which will have your moving protection – "valuation" choice marked off).
- If moving locally or having same day delivery, arrange for a half hour break between moves so you can close up your house and be at the new one.

Need a trusted and reliable mover? Contact CAM at www.mover.net