

Moving Checklist

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Help yourself stay organized with this printable moving checklist.

CREATE MASTER MOVE FILE

- use for all receipts, moving contracts, contact info, household inventory and anything else move-related

TRAVEL ARRANGEMENTS

- family, pets and live plants
- Book flights
- Make hotel reservations
- Reserve rental car
- Service car

CANCEL OR TRANSFER

- Gas
- Electric
- Water
- Internet/Cable/Satellite
- Gym membership
- Newspaper and magazine subscriptions

APPLIANCES

- Defrost and clean refrigerator and freezer
- Clean oven
- Schedule service person to disconnect any appliances being moved (or ask your mover ahead of time to arrange this service)
- Empty gas or oil from lawn mowers, heaters, gas grills or generators.

NOTIFY

- Doctors
- Dentists
- Vet
- Lawyer
- Accountant
- Current employer
- Pool service
- Lawn service
- Post office

MOVE DAY

- Confirm the moving company and your driver have your cell phone number (plus alternate contact if possible) and the specific address of your destination – the difference between Street and Drive is important.
- Put moving inventory sheet in your Master Move File. Keep this folder and other important paperwork and valuables with you.
- Walk through and check all rooms, closets, drawers, cabinets, garage, shed and yard for anything left behind.
- Turn off lights, furnace/air conditioning, lock all windows and doors.
- Check mail.
- Turn over house keys to property manager/realtor/buyer.
- Take a final family photo in front of your home.