Guardian Mortgage

MOVING *CHECKLIST*

SEVERAL WEEKS PRIOR TO MOVE:

- [ ] Review your relocation package (if you have one) and determine what expenses will be paid by your company.

- [ ] Start a log of moving expenses receipts (some may be tax deductible; consult your tax professional).

- [ ] Get written estimates from moving companies. Check the limits of insurance they offer.

- [ ] Start to dispose of unwanted items by having a garage sale or making donations to charitable organizations (obtain receipts for possible tax deductions; consult your tax professional).

- [ ] Only buy items that will be used before moving.

- [ ] Collect and return items borrowed by neighbors and friends. Don't forget any library books!

- [ ] Purchase supplies like packing tape, bubble wrap, furniture pads, and boxes, boxes, and boxes!

JUST PRIOR TO MOVING DAY:

- [ ] Check in with your movers and confirm the start time of your move.

- [ ] Make sure you have all the documents related to your move on hand.

- [ ] Pack "Open-First" boxes. For each room you pack, set aside one box that contains everything you'll need the first few days in your new home. Label the boxes "Open-First" so that these will be the first boxes you unload.

- [ ] Finish taking apart furniture that needs to be disassembled.

- [ ] Write down serial numbers as you pack up your computer and electrical equipment.

- [ ] Make sure all boxes are clearly marked/labeled.

- [ ] Start cleaning the house as you go.

- [ ] Close local accounts (banking, gym memberships, etc.). if necessary.

ON MOVING DAY:

- [ ] Check the truck, trailer, or portable container for cracks, leaks, or other signs of wear. Raise any concerns with the movers.

- [ ] Load items in predesignated order, with "Open-First" boxes last.

- [ ] Check all closets, cabinets, and rooms to make sure you didn't leave anything.

- [ ] Leave all keys and garage door openers needed by the new owner. Also leave a note with your contact information.

- [ ] Carry currency, jewelry, and important documents with you or use registered mail.

- [ ] Check thermostat and make sure temperature is set appropriately.

- [ ] Take out garbage.

EQUAL HOUSING LENDER