



Moving CalculatorTM

Local Moving Checklist

4 to 6 Weeks before Move Date

- Calculate Your Move Cost Using Moving Calculator**
By calculating your estimated move costs you can budget and plan your perfect move. Moving Calculator accurately calculates local and long distance moves based on the size of your home. You can also calculate full or partial packing services with your move.
- Research Moving Companies and Schedule an In-Home Estimate**
Contact at least three moving companies to provide quotes for your upcoming move. Consider reviews and recommendations when researching quality moving companies in your area. These companies should perform an in-home estimate to see the scope of the move and provide you with the most accurate move quote in writing.
- Create a Moving Binder**
Have a file on hand to keep track of move quotes, receipts, valuations or insurance policies, and important information during the move process.
- Begin Packing**
If you plan on packing yourself, it is never too early to start. Packing items that are used less frequently, such as seasonal wear and holiday decorations, make for a good starting place. Use a simple labeling system to identify each box by room and content.
- Donate or Sell the Things You Don't Need**
Donating, giving things away to family and friends, having a garage sale, or selling online are all great ways to remove unwanted clutter and make some extra cash to put towards your move. Your Moving Consultant can recommend a consignment store or donation organization.



2 to 3 Weeks before Move Date

- Book with a Moving Company**
After reviewing estimates from multiple moving companies, choose the one who offers the necessary services and fits within your budget. Check online reviews and references to help in the decision making process.

It is important to book your movers far enough in advance so you can reserve your target move date. Moving companies often book up quickly around the holidays and during the summer months.
- Plan the Layout of Your New Home**
If you have access to your new home, measure your furniture and plan a layout to truly make it your own!
- Notify the Post Office and Get Change-of-Address Forms**
Notify any publications you subscribe to with your new address.

1 Week before Move Date

- Contact Your Moving Consultant if There Are Any Changes in Your Move Plan**
If you are planning on moving less or more come move day, give your Moving Consultant a call to reevaluate your quote. Your moving company will also be able to provide packing supplies and advice to make your relocation as smooth as possible.
- Clear Any Paths throughout Your Home**
Make sure your home is “move ready” with clear walkways so movers can access furniture and boxes.
- Clear the Surfaces of All Furniture to be Moved**
Begin clearing the tops of all furniture so the move team can move your belongings as efficiently as possible. The inside of bookcases, desks, and dressers should be cleared of loose items.
- Disassemble and Consolidate Any Furniture**
The cost of local moves is based on the time it takes to complete the move. Any disassembly or consolidation of furniture will save the movers time and you money.

Day before Move Date

- Make Sure All Boxes Are Sealed and Ready to Go**
If you are packing your own boxes, make sure every box is sealed to prevent contents from falling out. Remember to label the sides of boxes, not the top.
- Disconnect Any Electronics or Appliances You Plan on Moving**
Make sure all electronics are unplugged and any components are packed and ready to move. Appliances should be disconnected and emptied prior to the movers arrival.
- Pack a Box or Bag with Essential Items**
Pack any necessary items you may need within the next 48 hours. Important items may include; prescription drugs, toiletries, clothes, high value items, and important paperwork.
- Lay Down Protective Carpet Shield at Your Current or New Home**
Your moving company will provide floor runners to protect the main walkways in your home. If you would like additional carpet protection you may apply carpet shield yourself or request that your moving company provides carpet shield. It is recommended to apply additional protection during the winter months or if you have new carpet.

Day before Move Date with Hired Packers

- Perform a Thorough Walkthrough with Your Pack Crew**
Show the packing crew any items you would like packed, including contents in drawers, cabinets, and closets.
- Point Out Anything Fragile or Items That Need Special Attention**
If you have any items to be packed that are high value or have sentimental value please inform the pack team. You may consider taking these items in your personal vehicle.
- Set Aside Any Items You Do Not Want Packed**
Clearly separate any items that are not to be packed. Pack teams work very efficiently and may accidentally pack items that are not set aside.
- Perform a Final Walkthrough**
Near the end of the pack, perform a walkthrough with the Team Leader to make sure that all items you would like are packed.

- Count the Amount of Boxes Packed by the Pack Crew**
Double check the amount of packing supplies the pack team used. Make sure your box counts match the pack team's amount to ensure you are being charged the correct amount.

On Moving Day - During the Load

- Clear Outside Walkways and Driveway**
If you have items to be moved from your backyard or patio, make sure there is a clear walkway for the move team to use. Your driveway should be clear of cars so the move team can park the moving truck. During the winter months your driveway and walkways should be shoveled and salted to ensure the safety of your move team and furniture.
- In the Morning, Meet the Move Team, Perform Walkthrough and Sign the Bill of Lading**
At the start of the move, the move team will introduce themselves and perform a walkthrough of your home. Be sure to point out all boxes and furniture you would like moved so the move team understands the entire scope of the move, and can load the truck accordingly. At the end of the walkthrough you will sign the bill of lading to track the start time of your move.
- Load Any Valuables or Necessary Items into Your Personal Vehicle**
Items you may need in the next 48 hours should be loaded into your personal vehicle. You may not get to these important items during the early stages of unpacking if they are mixed in with the rest of your boxes. Also, high value items should be placed in your personal vehicle.
- Items You Should Take in Your Personal Vehicle Include:**
Prescription medication, stocks, bonds, securities, jewelry, furs, watches, precious stones, currency, valuable collections such as coins or stamps, insurance policies, firearms, monies, frozen/refrigerated food, produce, open food items, and plants.
- Perform a Final Walkthrough**
Near the end of the load, walkthrough your home with the team leader to ensure all items have been loaded that you would like to have moved.
- Provide the Team Leader with Your New Address and Phone Number**
Make sure the Team Leader has the correct destination address and contact phone number on the bill of lading in case you are separated on the way to the unload.



On Moving Day - During the Unload

- Perform a Walkthrough of Your New Home with the Move Team**
Provide the move team with a walkthrough so they have a general idea of the layout and where you would like your furniture placed.
- Be Available to Direct the Move Team**
During the unload, the move team will have questions on the location of boxes and furniture. Standing near the front entrance will allow you to offer answers quickly, speeding up the unloading process.
- Perform a Final Walkthrough of Your New Home**
When the move team has finished unloading, perform a walkthrough with the team to finalize the placement of any furniture. Check each room to make sure everything is placed exactly where you would like while you still have the move team there. At any time you may ask to review the back of the truck to show that all items have been moved.
- Sign the Bill of Lading and Provide Payment**
The Team Leader will present the bill of lading with the total time and cost to complete the move. You will sign to acknowledge completion of the move and provide payment, either cash or check.

Moving Calculator's local moving checklist is designed to act as a guideline to help you plan for your upcoming move. We outline important steps to consider week to week to make your move as stress free as possible. The local moving checklist includes a timeline of what to expect when hiring packers and movers to assist with your move.

Start preparing for you upcoming move by calculating your estimated move costs using Moving Calculator and follow our local moving checklist.

Check Us Out at:
[MovingCalculator.com](https://www.movingcalculator.com)

