



ONE MONTH TO MOVE

The moving checklist...

BOSLEY
REAL ESTATE

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MOVING CHECKLIST

Keeping in mind that you will be run off your feet as the move gets closer. Here are a few tips on organizing from someone who have seen virtually all of the things that can possibly go wrong.

One Month Before the Move:

- Start a moving expenses book. Keep receipts for tax purposes
 - Get written estimates from at least two moving companies. Check references. Inquire about additional charges and methods used to compute time.
 - Check insurance coverage for furniture storage.
 - Get a written commitment from the moving company confirming the date of the move And the time of arrival.
 - Contact provincial health insurance authorities with your change of address.
 - Contact Bank Branch Manager. Arrange for the transfer of all accounts, personal loans, etc. if required.
 - Order cheques with new address (if you bank in the middle ages)
 - Register your change of address with the post office and obtain a supply of forms
 - Gather together all-important documents.
 - Resign from any clubs or organizations that are not active in your new community.
 - Cancel/change address on newspaper/magazine subscriptions.
 - Start eating all that food in your freezer.
- Clean out club/school lockers.
 - Arrange for the changeover of utilities etc.
 - Book the elevator if you are moving in or out of an apartment/condo.
 - Make/get a floor plan of the new house and plan where everything will go. Don't guess - take measurements.
 - Start packing. Number all boxes and keep an inventory list. (I have some fun Bosley Stickers, happy to bring them by)
 - Return all items that you have borrowed, get back what you have loaned.

Two Days Before the Move:

- Do your last laundry. Disconnect and drain the washing machine if applicable
- Disconnect, defrost and air-dry the fridge.
- Protect delicate furniture with a thick coat of wax, if you're over 70 ;) Buy the packing stretch wrap and handle for securing blankets to art and around furniture
- Double check that all valuables are accounted for.

One Day Before the Move:

- Make sure you have gathered together all the keys for the new owners (don't forget garage and shed keys).
- Pack all of the items that you will take with you personally. Mark them "Do not load - For Car".

Two Weeks Before the Move:

- Take a good look at what is worth taking and what is not. Have a garage sale. Declutter. Purge. Divest.



Moving Out:

- Lay down drop sheets to minimize dirt in the house.
- Lead the packers around the house and make sure they understand all of your instructions.
- Do a final check for forgotten items.
- Check inventory for number of boxes- break down room by room.
- Check movers Bill of Landing against your inventory, if applicable.
- Clearly label and leave all the spare keys, and the code for the security system if you have one, inside the house, unless otherwise arranged

Moving In:

- Get to the house before the movers. Arrange to take bread, coffee, and Toilet Paper! etc. with you.
- Verify that the utilities have been turned on.
- Lay down drop sheets to minimize dirt.
- Hang up curtains if possible
- Find your floor plan and give copies to the movers.
- When your goods arrive, look at each item carefully as it is put in place and check off your inventory.
- Note any damage. You won't be able to check goods which have been unpacked, so above your signature on Bill of Landing, write "subject to loss or damage"

This is a very stressful time for you and everyone who is involved. Try to be nice to each other. Have fun. Relax. Don't rush too much. It will all get done in good time. Jimmy-rig empty toilet paper rolls into champagne flutes and have a lot to drink. Celebrate.