



The 123organize Moving Checklist

1. Do not buy moving insurance before checking with your agent regarding your home owners policy
2. Schedule disconnecting/connecting of utilities: cable, electric, home heating, internet and telephone service well in advance
3. Change your mailing address via www.usps.com
4. Create a color coordinated packing plan and label each room's boxes accordingly
5. Schedule your donation pick-ups at least 2 weeks before your actual moving date
6. Have your move scheduled in each Management office of both locations and confirm that your Movers Insurance documents have been received
7. Make proper arrangements for small children and pets so they are not on-site during moving day
8. Make floor layout plans for your new residence and have multiple copies ready to give out to your movers and anyone else who will be onsite
9. Pack overnight bags for each family member with important documents, electronics, chargers and jewelry. Make sure bedding, toiletries and towels are easily accessible
10. On moving day have cash ready for tipping movers

Contact Marla Alt, "The Moving Whisperer"
for a personalized consultation to receive a detailed outline and estimate.