

worksheet 1: moving-countdown checklist

AN ORGANIZED MOVE IS AN EASIER MOVE. Use this checklist to give yourself a head start.

Two Months Before

- Start going through your home and deciding what you want to move and what you want to get rid of. Note valuable items that will need special packing or extra insurance coverage, such as plasma TVs, computers, and paintings.
- Investigate moving companies and get estimates.
- Start a moving folder to keep track of estimates and receipts.
- Arrange to have school records transferred to your child's new school district.

Notes:

Six Weeks Before

- Order boxes and other packing supplies.
- Start using up things you won't want to move (such as frozen and perishable foods) and cleaning supplies (such as bleach and aerosols) that are too dangerous to move.
- Check the measurements of your new home. Make sure that you have enough room for your larger pieces of furniture and that you can get them through the door.

Notes:

One Month Before

- Select your mover, confirm dates, and get written confirmation of all the costs and details of your move.
- Start packing, beginning with things you use infrequently.
- As you pack, note items of special value. If you purchase supplemental insurance from your moving company, you must declare in writing any items valued at over \$100 per pound (a computer, for example).
- Go to your local post office and fill out a change-of-address form, or do it online at www.usps.gov.
- Alert the following about your move, either in writing, by phone, or online:
 - Banks
 - Credit-card companies
 - Brokerage firms
 - Insurance companies
 - Utility companies
 - Human-resources department at work
 - Doctors, other health-care providers, veterinarian
 - If you're moving out of the area, obtain copies of medical records or ask that they be forwarded to your new providers. Ask for referrals.
 - Magazines and newspapers you subscribe to. If you have a number of subscriptions, try www.oneswitch.com, a website that will forward your new address for free to all your periodicals that are on its list of hundreds.

Notes:

worksheet 2: hiring a mover

FINDING A GOOD MOVER CAN BE DAUNTING, but it pays to shop around. Once you have a handful of companies to consider, request an in-person estimate from each one. Gather the following information while the representatives are at your home. This worksheet will help you compare bids and companies' business practices. Find a 12-step plan—including tips on researching companies and weighing bids—at www.realsimple.com/mover.

Mover Option 1

Company's full name:
Any other names it does business under:
Company address:

Phone number:
E-mail address:
Name of contact:
USDOT (U.S. Department of Transportation) and
MC (motor carrier) numbers:

Estimate:

Notes:

Mover Option 2

Company's full name:
Any other names it does business under:
Company address:

Phone number:
E-mail address:
Name of contact:
USDOT and MC numbers:

Estimate:

Notes:

Mover Option 3

Company's full name:
Any other names it does business under:
Company address:

Phone number:
E-mail address:
Name of contact:
USDOT and MC numbers:

Estimate:

Notes:

Mover Option 4

Company's full name:
Any other names it does business under:
Company address:

Phone number:
E-mail address:
Name of contact:
USDOT and MC numbers:

Estimate:

Notes: