



Time is Money

Your time is better spent organizing and preparing for your move than trying to move them yourself. Local movers charge by the hour, every minute counts.

Appliances

Empty the refrigerator of all contents, drain the drip pan and disconnect the water supply of automatic icemakers. To prepare your **freezer--pack all of the contents in small cartons** and then return them to the freezer. On move day, the movers can then temporarily remove the boxes while handling the appliance and reload it when on board the van. This way you are able to use the freezer like a portable cooler without risk of damage.

Gas ranges, gas clothes dryers, or direct wired electric clothes dryers should be disconnected by an authorized technician. **Water hoses** must be removed from clothes washers and the electric cords wound. Most movers are prepared to perform this task but doing so beforehand will save you time and money.

Cartons

Don't stack cartons in the halls, passageways or near the front door. If hallways are blocked, the movers will need to move the boxes twice. They must first be moved out of the way and then moved again for top bunk loading in the van.

Proper labeling of cartons with room and contents is a must. Label the side rather than the top so you can see the label when boxes are stacked. As you pack cartons, stack them away from your home's normal traffic patterns.

Electronics

Desktop computers and their components; televisions and their peripherals (dvr, vcr, vhs, cable box etc). should be labeled, disconnected and cords wound.

Flat Panel Televisions should be discussed with your move consultant before move day. We can arranged to have them crated or provide you a rental crate for the day of the move. Most electronic components can be pad wrapped for local moving but if you have the original cartons--don't hesitate to use them.

Furniture

China cabinets and buffets should be emptied. Light linens may be left in drawers during moving. You do not need to remove clothing from dresser drawers, only items that will spill or break. Because professional movers are trained to carry furniture with drawers in place, it is not necessary to tape or tie drawers shut. In fact, some tapes will damage the finish.

Desks should be emptied of all small, spillable items as well as any items of excessive weight such as books or papers. **Vertical file cabinets** can usually be left with contents intact and moved almost upright on an appliance hand truck.

Grandfather clocks require removal of their weights and pendulum and often their gear works must also be secured. If you are not completely comfortable doing this--leave it to the professionals. Your move representative should be notified before move day so that he/she can advise you of your options.

Pool tables, hot tubs and similar specialty items require professional servicing and should also be individually discussed with your move consultant.

Finally--make note of any items you wish to take with you that are permanently mounted or fastened such as **curtain rods, valences, chandeliers, large wall mirrors, etc.** Arrangement for the removal of such items must be made in advance of move day. If you are not comfortable with these tasks--Beltway Movers will be happy to provide referrals or make arrangements for you.

Outside Equipment

Outside **swing sets, tool sheds, barbecue grills**, etc. that need dismantling, should have the nuts and bolts sprayed daily with a penetrating oil beginning several weeks in advance of move day. This step often avoids the necessity of chiseling and cutting rusty fasteners during disassembly. It is advisable to complete this dismantling process one to two days prior to your scheduled move day.

Empty gas from lawn mowers drain and roll garden hoses and empty and clean your barbecue grill. This will prevent a leak, which could damage other items during transport. Long-handled garden tools brooms and mops should be bound together securely. This not only keeps things neat it also allows your movers to pack several long-handled items at once thus saving you time and money.