

Move Planner

6-8 weeks

Get at least 3 written moving estimates. Compare companies using Beltway's guide on selecting a mover.

Schedule pack day and move day with your moving company.

Start a physical folder or electronic folder for storing information about your move.

Get change of address cards from post office or plan who you will notify electronically. Ask for a moving kit.

Schedule junk and charity pick ups.

Shop for new furniture as part of your redesign plan. Arrange to have it delivered to your new home the day before or after your move.

Take pictures of your home, your collections and your furnishings for insurance purposes, sales ads and for reference when putting everything back together at your new place.

Contact your insurance agent and ask if your homeowner's policy will cover your furnishings while being moved.

Read about Beltway's de-cluttering strategies and helps on our resource page.

Start deciding what will be given to friends and relatives.

Start cleaning out those closets.

De- Clutter at least one hour a day until finished.

Ship or arrange to have picked up items you want to give to friends and relatives.

4 weeks

Be proactive— reduce food stock in pantry.

If you are moving any valuable antiques arrange to have them appraised for move liability purposes.

Send change of address card or notify friends and businesses electronically:

- Gas or oil

- Electric

- Telephone— local and long distance

- Water

- TV cable

- Internet cable or dsl

- Lawn service

- Trash removal

- Security service

3 Weeks

Collect or transfer records.

- Doctors, dentists, optometrist, veterinarians

- Lawyers, accountants, insurance carrier

- Banking Institutions, investment companies, financial advisors

- Grocery store savings cards

- Automobile maintenance

- Safety deposit boxes

Notify utility companies of cut off date and date you want services resumed in new residence. Be sure to disconnect the day after you leave and connect the day before you arrive.

Notify clubs and organizations of your move day.

If disassembly is required of outdoor items, start applying penetrating oil daily to rusty fittings.

Schedule post move cleaning crew for your old residence.

2 Weeks

The stuff really must go. Finish charity pick ups, junk removal and donations to friends and relatives.

Transfer, pick up or return.

- Prescriptions
- Dry cleaning
- Library books and movie rentals
- Contents of safety deposit box

Confirm pack dates and move dates with your moving professional.

Arrange professional disconnection of ice makers, gas dryers, antennae, cable etc.

Stop watering plants so soil will be dry on move day

Arrange childcare and pet care for move day. You'll be glad you did.

Ensure that packing materials are being delivered soon. Learn about Beltway's carton recommendations and packing tips.

Start packing. It usually will take you 30 minutes a box.

1 Week

Start packing your personal move kit of essentials.

Set aside cleaning supplies.

Minimize the number of perishables you buy for your refrigerator & freezer.

Visit Beltway Movers' website and read about liability insurance so you can make an informed decision on move day.

5 Days

Nothing should be in your home that is not being taken to your new residence.

Make sure all items are clearly labeled.

If you think you will need the moving company to help with packing call your consultant.

Confirm move in date and time with new residence. Ask about elevator and loading dock policy.

Ensure that your elevator and loading dock are secured for your move so you don't pay movers to stand around waiting for access.

Obtain no parking signs to secure a place for the van to park as close to your residence as possible.

Ask if any items can be moved in early and if so plan on taking flammable items in your car early. Movers are not allowed to put them on trucks.

If you can come into your new residence early go ahead and move your plants or ask Beltway to load them on the day of the move in the back of their van.

3 Days

Packing continues. Ensure that boxes are clearly labeled on 4 sides with contents description and room designation.

Keep working on your move essential kit. This is a box you can set aside and instruct the movers not to touch except to load in your car.

- Your organizational folder regarding this move
- Cell phone & charger
- Laptop or tablet
- Map of your new community
- Driver's license
- Medicines
- Snacks and drinks
- Toiletries, personal hygiene items, a towel and wash cloth.
- Night clothes and a change of clothes

- Money and valuables
- Keys to the car, current residence, new residence and storage rooms
- Eye glasses or contacts
- Pet essentials: food dish, a serving of food and bedding
- Box cutter & scissors
- Reading material or puzzles for relaxing
- Nightlights

Drain power equipment and hoses— Determine if they are needed at new residence or need to be sold or given away.

Call your Beltway Movers consultant with an update. Let them know if your service needs have changed so your estimate can be adjusted and there will be no surprises on move day.

2 Days

Defrost freezer and refrigerator. Move perishables to new home if possible. On a local Beltway Move items can be packed in coolers supplied by you. The movers will load them last on move day and immediately place them near the refrigerator of your new home upon unloading.

Set aside flammable materials to be moved by you or disposed of.

Obtain funds you need for paying moving company, lunch and last minute cash purchases.

Pack some snacks for yourself for move day.

Make sure you have keys to new home.

1 Day

Pack your bed linen box. Label box "*linens for bed in new home load last, unpack first*".

Confirm that utilities will be cut off at your prior residence tomorrow and new utilities are operating at new residence.

Prepare computers and home entertainment electronics for the move.

Ensure that you have the necessary cash, certified funds or credit card to pay for the move at the end of the move day.

Expect a call from Beltway Movers to confirm details of your move.

Move Day

Ensure you are ready for the move crew's arrival.

Review what to expect on move day using Beltway Movers move day expectations checklist.

Ask a mover to load your move essential kit into your car.

Take a last look around.

- Is the water shut off?

- Furnace and air conditioner shut off?

- Light switches turned off?

- All utilities arranged for disconnection?

- Windows shut and locked?

- Old house keys surrendered?

- Look in the closet and behind doors.

- Cleaning supplies have been left behind for cleaning service.

Walk through the home with your mover ensuring that everything has been addressed to your satisfaction.

Confirm that all boxes will be discarded.