

Moving Checklist

Task	Minimum Due Date	Check when Completed
Get estimates from moving companies and arrange method of payment.	ASAP	
Get packing paper, pad for inventory, and marking pens, boxes, and twine for packing belongings.	25 days prior	
Notify existing Water company	25 days prior	
Notify Cell Phone company	25 days prior	
Notify Housecleaning service	25 days prior	
Notify Vehicle registration and licensing agency	25 days prior	
Notify existing Internet Supplier	25 days prior	
Notify new Internet Supplier	25 days prior	
Complete Change of Address form with Canada Post	25 days prior	
Notify Lawyer	25 days prior	
Notify Finance companies	25 days prior	
Arrange for a yard sale for unnecessary belongings.	25 days prior	
Notify new Gas/Oil company	25 days prior	
Notify alarm service	25 days prior	
Notify existing Cable/Satelite company	25 days prior	
Notify new Cable/Satelite company	25 days prior	
Notify Credit cards	25 days prior	
Notify Schools	25 days prior	
Notify Magazines	25 days prior	
Notify Book & music clubs	25 days prior	
Notify Doctor	25 days prior	
Notify Dentist	25 days prior	
Notify Canadian Revenue Agency (CRA)	25 days prior	
Notify new Electric company	25 days prior	
Notify existing Electric company	25 days prior	
Notify Garbage (special pick-up)	25 days prior	
Notify existing Telephone company	25 days prior	
Notify Loan institutions	25 days prior	
Notify loyalty programs	25 days prior	
Notify Library	25 days prior	
Notify Newspapers	25 days prior	
Notify Catalogue Subscriptions	25 days prior	
Notify new Water company	25 days prior	
Notify existing Gas/Oil company	25 days prior	
Notify Non-government supplementary health plan	25 days prior	
Notify Insurance agencies	25 days prior	
Arrange for work that has to be done at new home.	25 days prior	
Notify new Telephone company	25 days prior	
Verify your moving in date with your new landlord.	15 days prior	
Collect items being cleaned, repaired, stored and loaned to friends.	15 days prior	
Check to make sure you have returned all rented items.	15 days prior	
Check to make sure you have returned all borrowed items and get back any items you have loaned.	15 days prior	

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Task	Minimum Due Date	Check when Completed
Clean rugs and drapes.	5 days prior	
Take down any items that have been excluded in your contract.	5 days prior	
Prepare a list of items you'll need immediately at destination, such as a flashlight, light bulbs, toilet paper, cleaning supplies, snacks and drinks.	5 days prior	
Get utilities turned on, or meters read.	5 days prior	
Collect all keys including garage and shed for new owner.	1 day prior	
Leave garage door openers for new owner.	1 day prior	
Leave all manuals, warranties and guarantees for new owner.	1 day prior	
All meters read	Moving Day	
Lights turned off	Moving Day	
Keys left as agreed with new residence	Moving Day	
Windows and doors locked	Moving Day	
Double check rooms, closets, drawers, shelves, outdoor areas and garage to make sure you've taken everything.	Moving Day	
Make sure you have your Medical and Dental records.	Moving Day	
Furnace turned down or off	Moving Day	
Get appliances hooked up.	Moving Day	
Give your new phone number and an alternate contact to your mover before they leave.	Moving Day	
List claims for lost or damaged articles.	Moving Day	
Make sure you have your Insurance policies.	Moving Day	
Make sure you have your moving related documents.	Moving Day	
Check to see appliances (refrigerator, freezer, washer and dryer, etc.) are working.	Moving Day	