



MOVING HOME CAN BE A CHALLENGING EXPERIENCE AT THE BEST OF TIMES.

We'd like to make that easier for you. We've compiled these checklists that will enable you to manage your moving experience from one place, online or offline.

Use offline requires no explanation, just download and print out.

To use online upload these documents into your Google Docs account and share with the movers, family members and other people helping you move into your new home.

*Regards
Kevin & Sarah @ Arrow Light Haulage and Courier Services*

PLACES TO REGISTER

Company Name	Telephone # Web Address	Account # User Name & Password
School		
School		
School		
Doctor		
Doctor		

Last Minute Details

Notes:

IMPORTANT CONTACTS DURING A MOVE

Name	Address / Telephones / Email	Remarks
Estate Agent/ Landlord		
Mortgage Co. / Bank		
Title Company / Solicitors		
Moving Company		
Employer		
Storage Rental		

MOVING COMPANY CHECKLIST

MOVING DATE _____

Two Months Prior	Six Weeks Prior	One Month Prior
<input type="checkbox"/> Get estimates from moving companies <input type="checkbox"/> Make household inventory <input type="checkbox"/> Create file for moving paperwork <input type="checkbox"/> Transfer medical/school records <input type="checkbox"/> Make a floorplan of new home <input type="checkbox"/> Reserve a moving company	<input type="checkbox"/> Arrange for change-of-address <input type="checkbox"/> Make storage arrangements <input type="checkbox"/> Clean out closets and drawers <input type="checkbox"/> Use up food and cleaning supplies <input type="checkbox"/> Start planning Moving Sale	<input type="checkbox"/> Schedule disconnection of utilities <input type="checkbox"/> Make arrangements for pets/plants <input type="checkbox"/> Be sure you are insured for move <input type="checkbox"/> Make travel plans for move <input type="checkbox"/> Collect important records <input type="checkbox"/> Schedule connection of utilities
Three Weeks Prior	Two Weeks Prior	One Week Prior
<input type="checkbox"/> Arrange for moving day childcare <input type="checkbox"/> Hold your Moving Sale <input type="checkbox"/> Get car serviced for trip <input type="checkbox"/> Dispose of all flammables	<input type="checkbox"/> Return library books <input type="checkbox"/> Cancel newspaper delivery <input type="checkbox"/> Send out change-of-address cards <input type="checkbox"/> Prepare a travel kit <input type="checkbox"/> Immunize pets for trip	<input type="checkbox"/> Transfer bank accounts <input type="checkbox"/> Empty Safety Deposit Box <input type="checkbox"/> Start wrapping breakables <input type="checkbox"/> Drain power equipment/hoses <input type="checkbox"/> Empty refrigerator/freezer
Last Minute Details		Packing for Travel
<input type="checkbox"/> Pack the car <input type="checkbox"/> Note all utility meter readings <input type="checkbox"/> Have cash for trip <input type="checkbox"/> Check closets, cabinets, and storage for any overloaded items <input type="checkbox"/> Pack phone last <input type="checkbox"/> Be sure water, furnace, air conditioner, and lights are off		<input type="checkbox"/> Checkbook/Credit Cards <input type="checkbox"/> Address Book <input type="checkbox"/> Driver's License/ID <input type="checkbox"/> Flashlight <input type="checkbox"/> Tools <input type="checkbox"/> Materials for meals on the road/Cups <input type="checkbox"/> Towels/Blankets <input type="checkbox"/> First Aid Kit <input type="checkbox"/> Games/Books/Activities for kids

Notes

MOVE YOURSELF CHECKLIST

MOVING DATE _____

Two Months Prior	Six Weeks Prior	One Month Prior
<input type="checkbox"/> Compare truck rental companies <input type="checkbox"/> Make household inventory <input type="checkbox"/> Create file for moving paperwork <input type="checkbox"/> Transfer medical/school records <input type="checkbox"/> Make a floorplan of new home <input type="checkbox"/> Reserve rental truck	<input type="checkbox"/> Arrange for change-of-address <input type="checkbox"/> Make storage arrangements <input type="checkbox"/> Clean out closets and drawers <input type="checkbox"/> Use up food and cleaning supplies <input type="checkbox"/> Start planning Moving Sale <input type="checkbox"/> Start collecting boxes, tape, materials	<input type="checkbox"/> Schedule disconnection of utilities <input type="checkbox"/> Make arrangements for pets/plants <input type="checkbox"/> Be sure you are insured for move <input type="checkbox"/> Make travel plans for move <input type="checkbox"/> Collect important records <input type="checkbox"/> Schedule connection of utilities <input type="checkbox"/> Begin to pack things you don't need
Three Weeks Prior	Two Weeks Prior	One Week Prior
<input type="checkbox"/> Arrange for moving day childcare <input type="checkbox"/> Hold your Moving Sale/sell clutter on ebay <input type="checkbox"/> Get car serviced for trip <input type="checkbox"/> Dispose of all flammables	<input type="checkbox"/> Return library books <input type="checkbox"/> Cancel newspaper delivery <input type="checkbox"/> Send out change-of-address cards <input type="checkbox"/> Prepare a travel kit <input type="checkbox"/> Immunise pets for trip	<input type="checkbox"/> Transfer bank accounts <input type="checkbox"/> Empty Safety Deposit Box <input type="checkbox"/> Start wrapping breakables <input type="checkbox"/> Drain power equipment/hoses <input type="checkbox"/> Empty refrigerator/freezer <input type="checkbox"/> Dismantle beds/furniture <input type="checkbox"/> Pack everything into boxes
Last Minute Details		Packing for Travel
<input type="checkbox"/> Pack the car <input type="checkbox"/> Note all utility meter readings <input type="checkbox"/> Have cash for trip <input type="checkbox"/> Check closets, cabinets, and storage for any overloaded items <input type="checkbox"/> Pack phone last <input type="checkbox"/> Be sure water, furnace, air conditioner, and lights are off		<input type="checkbox"/> Checkbook/Credit Cards <input type="checkbox"/> Address Book <input type="checkbox"/> Driver's License/ID <input type="checkbox"/> Flashlight <input type="checkbox"/> Tools <input type="checkbox"/> Materials for meals on the road/Cups <input type="checkbox"/> Towels/Blankets <input type="checkbox"/> First Aid Kit <input type="checkbox"/> Games/Books/Activities for kids

Notes:

BOX LABELS

Box #

Box Destination:

Box #

Box Destination:

Box #

Box Destination:

Box #

Box Destination:

Box #

Box Destination:

Box #

Box Destination:

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UTILITIES / ACCOUNTS TO CLOSE

Company Name	Telephone # Web Address	Account # User Name & Password
Electricity		
Telephone		
Mobile Phone		
Internet		
Cable		
Water		
Trash		
Oil/Propane		
Gas		
Bank		
Insurance Co. (Home)		
Insurance Co. (Auto)		
Newspaper		
Library		
Gym		

UTILITIES / ACCOUNTS TO OPEN

Company Name	Telephone # Web Address	Account # User Name & Password
Electricity		
Telephone		
Mobile Phone		
Internet		
Cable / Satellite TV		
Water		
Waste Disposal		
Oil/Propane		
Gas		
Bank		
Insurance Co. (Home)		
Insurance Co. (Auto)		
Newspaper		
Library		
Gym		

CHANGE OF ADDRESS LIST

NEW ADDRESS _____

Company Name	Telephone # Web Address	Account # User Name & Password
Post Office – redirect mail		
Tax Office		
Bank		
Credit Card		
Credit Card		
Credit Card		
Loan Account		
Loan Account		
DVDs in the Mail Co (LoveFilm)		
Place of Worship		
Doctor		
Dentist		
School		
Magazine		
Magazine		

CHANGE OF ADDRESS CARDS TO SEND

1.	26
2.	27.
3.	28.
4.	29.
5.	30.
6.	31.
7.	32.
8.	33.
9.	34.
10.	35.
11.	36.
12.	37.
13.	38.
14.	39.
15.	40.
16.	41.
17.	42.
18.	43.
19.	44.
20.	45.
21.	46.

22.	47.
23.	48.
24.	49.
25.	50.
51.	76.
52.	77.
53.	78.
54.	79.
55.	80.
56.	81.
57.	82.
58.	83.
59.	84.
60.	85.
61.	86.
62.	87.
63.	88.
64.	89.
65.	90.
66.	91.
67.	92.
68.	93.
69.	94.
70.	95.

71.	96.
72.	97.
73.	98.
74.	99.
75.	100.

We hope you find these checklists useful

Enjoy your new home and remember, as couriers we can help with smaller property moves. A three bed house fits nicely into one of our jumbo transits, and if you help load and unload you'll save a lot of money on your move.

You can find us at <http://www.ArrowLightHaulage.co.uk> or give us a call on 0800 917 7084 for a free quote.