

Moving Checklist: Moving Day

On your moving day, be sure to do the following:

To Do	Check When Done	Notes
Get up early and be ready for movers to arrive. Do not have dirty dishes in the kitchen, or dirty clothes in hampers or lying around the house. Take all trash out of the residence.		
Have coffee, cold drinks and snacks for yourself (and packers if you wish). This is going to be a very long day ...		
Be sure that you or someone assisting in your move is at home at all times -- most moves are conducted during normal business hours.		
Make sure cash, jewelry, important documents, checkbook and other valuable items are secure (carry them with your personal belongings). Do not ship jewelry.		
Get pets under control before movers arrive. If necessary, ask a neighbor to keep them for you if you haven't made boarding arrangements.		
Double-check closets, drawers, shelves, the attic and garage to be sure you have packed everything.		
Have a marker handy to make extra notes on boxes.		
If you are hand-carrying any boxes with you, be sure to mark "DO NOT MOVE" on them clearly.		
Carry a box of "basics" you'll need on move-in day (i.e., tools, paper products, housecleaning supplies, emergency kits, etc.).		
Verify that mover's inventory is detailed, complete and accurate. Do not accept any "miscellaneous" labels or entries (especially on high value items).		
Watch loading and unloading, and examine all items carefully before signing a receipt.		
Accurately note the condition of belongings. If anything is marked "scratched, dented, or soiled," note the location of such problems.		
If the military is taking care of your move, be sure to obtain a copy of the GBL, the DD-619 (if CONUS), and the Household Goods Inventory from the packers before they leave the residence. Insure the inventory reflects the true condition of the property, and be certain everything is listed on the inventory. Review it carefully and keep a copy with other important records you are hand-carrying.		
Check the entire house before releasing the packers, to make sure that nothing has been left behind. The packers are not required to return to the residence after they have been released.		
Leave all the old keys that are needed by the new tenant or owner with your realtor or a neighbor.		
Carry travelers checks for quick, available funds. You should have enough to cover moving services and expenses until you are settled in.		
Hand-carry finance, medical and dental records.		

