



Moving Day Checklist

Use this Handy Checklist

Moving means details – lots of little details that can easily be overlooked in the hustle and bustle of your move. Use this convenient checklist to help you plan all aspects of your move.

■ Indicates services Thompson's can perform

1 Month Ahead of Time	Date	✓
• Contact Your Thompson's Consultant	_____	___
• Decide which items will be moved	_____	___
• Plan a garage sale or sell or give away unwanted items	_____	___
■ Establish a packing date with your Thompson's moving consultant, or ask for our free "Hints for Self-Packing" insert.	_____	___
■ Confirm loading and delivery dates with your consultant	_____	___

2 Weeks Ahead of Time	Date	✓
■ Make any necessary arrangement for transit protection and storage	_____	___
• Reserve apartment elevator	_____	___
■ Arrange for disconnection of appliances and/or hookup in your new home	_____	___
■ Arrange for transportation of pets. If required, be sure they have received their shots, and if you're moving a long distance, ask your vet for their records.	_____	___
■ Arrange for disposal or transportation of perishables and plants	_____	___
• Send out rugs and draperies for cleaning and have them delivered to your new address	_____	___
■ Send out any furniture that needs repair or refinishing and have it delivered to your new address	_____	___
• Map out a floor plan of your new home to help movers place your things in the right rooms	_____	___
• Make arrangements for your personal travel and accommodation, if necessary	_____	___
• Arrange for babysitting, if necessary, for moving day	_____	___

1 Day before Moving Day	Date	✓
• Defrost fridge and freezer	_____	___
• Set aside jewelry, cash and documents that you will be moving personally	_____	___
• Attach "Do Not Remove" tags to goods that you intend to leave behind	_____	___
• Set aside your personal luggage and any other items (e.g. children's favourite toys) that you will be moving personally	_____	___

On Moving Day –Your Responsibilities	Date	✓
• Discard flammable and hazardous products that cannot be moved	_____	___
• Identify cartons that you will need immediately upon arrival in your new home	_____	___
• Turn furnace down or off	_____	___
• Shut and lock all windows and doors	_____	___
• Obtain and check inventory form (long distance moves)	_____	___

On Moving Day – Thompson's Responsibilities	Date	✓
■ Cover floors and banisters with protective coverings	_____	___
■ Do a complete inventory of contents if moving long distance or into storage	_____	___
■ Treat customer's possessions with care and respect	_____	___
■ Complete move as quickly and efficiently as possible	_____	___

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Remember to notify:

	<u>Moving In</u>	<u>Moving Out</u>
Post Office	<input type="checkbox"/>	<input type="checkbox"/>
Relatives and Friends	<input type="checkbox"/>	<input type="checkbox"/>
Phone	<input type="checkbox"/>	<input type="checkbox"/>
Hydro	<input type="checkbox"/>	<input type="checkbox"/>
Water	<input type="checkbox"/>	<input type="checkbox"/>
Gas	<input type="checkbox"/>	<input type="checkbox"/>
Fuel	<input type="checkbox"/>	<input type="checkbox"/>
Cable TV	<input type="checkbox"/>	<input type="checkbox"/>
Water Treatment	<input type="checkbox"/>	<input type="checkbox"/>
Doctor(s)	<input type="checkbox"/>	<input type="checkbox"/>
Dentist	<input type="checkbox"/>	<input type="checkbox"/>
Lawyer	<input type="checkbox"/>	<input type="checkbox"/>
Veterinarian	<input type="checkbox"/>	<input type="checkbox"/>
Insurance Company	<input type="checkbox"/>	<input type="checkbox"/>
Income Tax	<input type="checkbox"/>	<input type="checkbox"/>
Family Allowance	<input type="checkbox"/>	<input type="checkbox"/>
Veteran's Affairs	<input type="checkbox"/>	<input type="checkbox"/>
Canada Pension Plan	<input type="checkbox"/>	<input type="checkbox"/>
Old Age Security	<input type="checkbox"/>	<input type="checkbox"/>
Motor Vehicle/Driver's License	<input type="checkbox"/>	<input type="checkbox"/>
Bank/Trust Companies	<input type="checkbox"/>	<input type="checkbox"/>
Credit Cards	<input type="checkbox"/>	<input type="checkbox"/>
Diaper Service	<input type="checkbox"/>	<input type="checkbox"/>
Department Stores	<input type="checkbox"/>	<input type="checkbox"/>
Dry Cleaner	<input type="checkbox"/>	<input type="checkbox"/>
Drug Store	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning Service	<input type="checkbox"/>	<input type="checkbox"/>
Schools	<input type="checkbox"/>	<input type="checkbox"/>
Clubs/Camps	<input type="checkbox"/>	<input type="checkbox"/>
Sports	<input type="checkbox"/>	<input type="checkbox"/>
Newspapers/Magazines	<input type="checkbox"/>	<input type="checkbox"/>
Mail Order Houses	<input type="checkbox"/>	<input type="checkbox"/>
Book & Records Clubs	<input type="checkbox"/>	<input type="checkbox"/>