



MOVING CHECKLIST

Two Months Before Your Move

- Hire our team at USA Family Moving for bigger jobs early, before our calendar fills up. The sooner you call, the better chance we can accommodate your preferred time and date!
- Get organized- create a file for your moving details, receipts and more.
- Start using up frozen foods, cleaning supplies, and other items that you won't take with you during your move.
- Create categories for your stuff: items to get rid of, items for the movers, and items you'll take with you. Make an inventory list to use when packing so you can note where they are packed during the move.
- Make a list of all those you need to notify about your move: friends, professionals, creditors, subscriptions, etc.
- If you will need to store some of your belongings, start to make the necessary arrangements.
- Gather all your personal records (school, medical, legal, and accounting). Ask for referrals where possible. Collect important papers (vehicle registration, insurance, will, deeds, stock, etc.)

Five Weeks Before Your Move

- Submit a Change of Address form to the post office.
- Call and confirm dates to disconnect and connect all utilities (gas, electric, oil, water, cable, internet and trash collection) at your old and new addresses. Remember to keep utilities connected at your current home until the end of your moving day.
- Schedule and coordinate a yard sale to sell items you don't want or arrange to donate them to Goodwill, Salvation Army or another local charity.

One Month Before Your Move

- Create a moving plan for where you'll want to place furniture in your new home. This makes the move-in process a lot easier for your Minneapolis and St. Paul movers.
- Moving out of or into a building with elevators? Contact building management to schedule use of the elevators and inquire about any other guidelines that must be followed.
- Start packing! Begin with items you will not need to use until after your move. Use your inventory list and label the name of the box that you pack each item in.
- Make sure you have the right packing products and pack your items safely and securely. Any fragile or valuable objects? You may want to hire our professional movers to do the job right.
- Coordinate special transportation for your pets and kids so they are not in the way on moving day.

Two Weeks Before Your Move

- Touch base with our team at USA Family Moving to confirm everything for your move.
- While you pack, give us a heads up if you add or subtract items from your moving plan or if the dates change for your move.

The Week Before Your Move

- Go over your checklist again to make sure you haven't overlooked anything.
- Clean out and defrost your freezer and refrigerator. Disconnect your major appliances for the move.
- Put together a bag of essentials for your move. Your essentials bag should be full of the things you will need while your belongings in boxes are in transit. It's always smart to carry personal items like all your jewelry and small valuables with you too.
- Call and confirm that the utilities are connected at your new home.

Moving Day

- Wake up early- you don't want to be rushed! Strip your beds and pack up any last items you've been waiting on.
- Make sure you are home when your movers arrive to answer any questions- this will make the process a lot faster. Your Van Foreman should present you with a Rights and Responsibilities brochure.
- Stay with the Van Foreman as he or she inspects and tags each piece of furniture with an identifying number. These numbers, along with a detailed description of your goods and their condition at the time of loading, will appear on the inventory. Read your Bill of Lading and Inventory carefully before you sign them and hold onto it until the move is completed and charges paid. It is your responsibility to see that all your goods are loaded, so remain on the premises until loading is completed.
- Be at your new home when the moving van arrives. Be prepared to pay the mover before unloading. Have payment on hand for your moving charges.
- Double check the inventory sheets as items are unloaded and direct movers where you'd like the items to go.
- Once everything is unloaded, unpack only what you need for the first day or two. Focus on creating a sense of home for your family.

After the Move

- Tell us how we did! You'll get a call from our team at USA Family Moving to make sure that everything went well. Give us your feedback so we can make our moving experience even better!