

2-3 MONTHS BEFORE

- Do a household cleaning of items you do not wish to move with. Clean out closets, drawers, attics, and garages. Donate items or have a yard sale.
- Create an inventory list of your household items that are of value. Take pictures and make a spreadsheet with values of replacement costs for insurance.
- Call and obtain estimates from Our Orlando moving company – you will be assigned a MOVING AGENT – ask about our many moving options: Full-Service Moves, Moving Helpers Moves, Packing and Creating Packages and Electronic and Artwork Additional Installation Options.

6 WEEKS BEFORE

- Complete all your real estate transactions
- Make travel arrangements if completing a long-distance move
- Obtain School records, doctors, and medical records if you will be moving out of your school zone.
- Get Vet records for your pets.
- Consult your insurance agents for new policies if needed.

1 MONTH BEFORE

- Set Up all of your utilities for your new location so that turn-on days are scheduled with your move-in days.
- Transfer or turn off your utilities at your previous location.
- If you will need Storage ask your Orlando Moving Agent for a storage quote.
- Get Vet records for your pets.
- Ask your Moving Agent for moving supplies if you would like to pack some of your items yourself or if you are not having a full-service move.

1 WEEK BEFORE

- Call your Moving Agent to confirm the schedule of your move and arrange payment of your deposit.
- If you are self-packing finish packing your items. Need help with some items have your moving agent give you a quote for packing services.
- Confirm your travel arrangements.
- Make sure to have some cash on hand for odds and ends.
- Write directions to your new home for the moving company, confirm the delivery date, and give the company your itinerary and cell phone number.
- Complete change-of-address forms at the post office, and send notices to magazine subscriptions, creditors, friends and relatives, alumni organizations, credit cards, banks, and any other necessary companies and organizations.

1 DAY BEFORE MOVING DAY

- Pack a MOVING DAY SURVIVAL KIT- with toilet paper, toiletries, valuables and jewelry, important documents, drinks and snacks, toys and coloring books, pillows, blankets, and fresh sheets for your first night in your new home.

MOVING DAY

- Accompany your Moving Agent as he or she inventories your possessions and makes condition reports. Detail which room each item will be going into.
- Sign the bill of lading (ensure that the address and phone number are correct) and inventory, and keep your copies in a safe place.
- Lock windows, turn off lights, close doors, and take a final tour after the movers have finished making certain nothing is left behind.
- When you arrive at your NEW HOME, instruct the movers and answer any questions they may have about the placement of your items in your new home.
- Let US help you install your electronics and hang up your pictures or shelves. Ask your Moving Agent about this option.
- Once movers are finished – do a final walk-through and inventory of your items with your Moving Agent. alumni organizations, credit cards, banks, and any other necessary companies and organizations.
- Sick back and relax! Enjoy your NEW HOME!