



## DO IT SIMPLI - MOVING CHECKLIST

### ✓ ONE MONTH OUT

- Book packers and movers
- Order reusable boxes
- Book elevator(s) with Strata (if needed)
- Submit change of address to key providers & set up mail forwarding
- Go through items and sort into keep, sell, donate & toss piles
- Arrange insurance transfers (owner or tenant policies)
- Make arrangements for items that movers will not handle (ex. Art, Pianos etc.)

### ✓ 2-3 WEEKS OUT

- Begin packing - start with items you use less frequently
- Arrange parking for moving trucks (if needed), pay to block off metered spots
- Book cleaners for move in and out
- Find a baby sitter for the little kiddos on move date
- Book doggie daycare for move date
- Arrange transfer of hydro services
- Arrange transfer of internet/cable services
- Sell or donate items you won't be bringing with you
- Book a junk removal service

### ✓ 1 WEEK OUT

- Work on completing packing, leaving only essential items
- Label all boxes for room of delivery and contents, make sure to label fragile items so movers take extra care of those boxes
- Pack a box of essential items you will need on your first night (including toiletries, medications, coffee maker and supplies, charging cables, snacks, bedding, plates & cutlery etc.)



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### ✓ TWO DAYS BEFORE

- Clean out freezer and fridge; keep items you will be bringing in containers for easy transfer (consider defrosting freezer)
- Donate any food you will not be taking
- Take out cash for tipping movers
- Keep an inventory of how many boxes you have packed

### ✓ MOVE DAY

- Make sure all loose items are packed in a box/bin
- Disassemble electronics
- Identify which items should be loaded first/last or need to be wrapped
- Double check for any missed items - check your inventory list!

### ✓ QUICK REFERENCE CONTACTS

- BC Hydro Move or Cancel Service: 1-844-741-0371
- ICBC Change of Address: 1-800-950-1498