

Moving Checklist

General Checklist

- Get estimates from moving companies and arrange method of payment.
- Transfer or resign club or assoc. memberships.
- Sell, give away and discard unnecessary belongings.
- Get school records for transfer to new schools.
- Get all medical, dental, birth, baptism & marriage records.
- Set up bank accounts in new city.
- Revise your will and other legal papers.
- Check storage facilities.
- Collect & send out items to be cleaned or repaired.
- Defrost & clean fridge before moving; clean stove.
- Use up perishable food.
- Arrange for work to be done at new home.
- Plan for children & pets on moving day.
- Cancel cleaning company, pool maintenance, gardener, and snow removal.
- Ensure you have adequate insurance for goods in transit.
- Pack a suitcase with items you'll need the first day in your new home.
- Leave house clean for new occupants.

Packing Checklist

- Get packing paper, pad for inventory, marking pens and boxes.
- Heavy twine and masking tape.
- Get boxes or large containers.
- Empty gas from lawnmower, outboard motors, etc.
- Remove batteries from toys or appliances.
- Mark cartons clearly as to contents and room to be put in.
- Set aside things you will carry in your car; mark as "Do Not Load".
- Mark cartons you want loaded last & unloaded first.
- Tie or tape mops and brooms into bundles.
- Point out and mark fragile or delicate items.
- Carry money, jewelry and valuable papers with you.
- Do not overload drawers when packing items in dressers.

- Liquids in bottles should have tops secured.
- Blankets are best moved in large boxes; towels and pillows in dresser drawers.
- Pack lampshades in boxes by themselves.
- Table lamps should be packed.
- Do not leave shelves loose in fridge & stove.
- Small appliances should be wrapped and packed in bottom of boxes.
- Do not pack cleaning products in same box as food.
- Move clothes and drapes in a wardrobe supplied by mover.
- Do not wrap furniture or tie with a rope.
- Large power tools should be dismantled for moving.

Remember to Notify...

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| <ul style="list-style-type: none"> • Accountant • Banks / Finance companies • Books & record clubs • Broker • Canada Pension Plan • Charge accounts • Church • Credit cards • Dentist - get referral • Department stores • Doctor - get referral • Driver's license • Drug store • Family allowance • Friends and family • Health and hospital insurance | <ul style="list-style-type: none"> • Housecleaning service • Income tax • Insurance Agencies • Lawyer • Library • Magazines • Mail order houses • Maternity Benefits • Newspapers • Old age security • Post office - Fill out "Change of Address" forms • Schools • Service stations • Vehicle registration |
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Call Before Moving

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| <ul style="list-style-type: none"> <input type="checkbox"/> Bell Telephone: <input type="checkbox"/> Cable TV Cogeco: <input type="checkbox"/> Utilities: | <ul style="list-style-type: none"> Chatham-Kent E.L.K. Energy Inc. ENWIN Utilities Essex Power Lines Corp. Hydro One Union Energy Union Gas | <ul style="list-style-type: none"> 310-2355 or Toll Free 1-800-361-3489 972-6666 or Toll Free 1-800-267-9000 682-2141 776-5291 255-2727 776-8900 or Toll Free 1-866-776-8900 Toll Free 1-888-664-9376 Toll Free 1-877-267-7902 969-0261 or Toll Free 1-888-774-3111 |
| <ul style="list-style-type: none"> <input type="checkbox"/> Water: | <ul style="list-style-type: none"> Amherstburg | <ul style="list-style-type: none"> 736-3664 |

Chatham-Kent	6822141
Essex	738-6804
Kingsville	733-2305
LaSalle	969-4143
Leamington	326-9212
Tecumseh	735-6381
Tilbury	682-2583
Wheatley	825-4143
Windsor	255-7130

Moving Out

- All meters read
- Furnace turned down
- Lights turned off
- Windows & doors shut & locked
- Keys are to be delivered to lawyers
- Make arrangements for keys to new home
- Leave house clean for new occupants

Moving In

- Have children & pets elsewhere
- Be on hand for movers
- Check off numbered boxes
- Check each carton for damage or loss
- List claims for damages
- Pay movers
- Unpack everything
- Get appliances hooked up
- Get kitchen & bedrooms set up first*

Your Local Newspaper

- Amherstburg Echo 736-2147
- Essex Free Press 776-6248
- Harrow News 738-2542
- Kingsville Reporter 733-2211
- Lakeshore News 728-1082
- LaSalle Silhouette 250-0816
- Leamington Post & Shopper 326-4434
- Windsor Star 255-5774

After the Move

- Review checklist to make sure everything has been done.
- List all necessary phone numbers and put them by telephone.
- Change all locks.
- Introduce yourselves to your new neighbours.
- Explore and get to know your new neighbourhood.

