



Buying and Owning a Home  
**MOVING SCHEDULE WORKSHEET**

Find this and other resources at <http://www.freddie.com/calculators>

	<b>Moving From:</b>	<b>Moving To:</b>
Street Address		
City, State, Zip		
Phone Number		

	Completed	Notes
<b>8 Weeks Before Moving</b>		
Create moving file for estimates, receipts, etc.		
Budget moving expenses		
Determine type of move (professional vs. self)		
Research services needed		<ul style="list-style-type: none"> <li>▪ Moving company or rental truck</li> <li>▪ Supplies</li> <li>▪ Car transport</li> </ul>
Locate new health care professionals		
Transfer school records		
Notify insurance agent of changes in policies		<ul style="list-style-type: none"> <li>▪ Homeowner's or Renter's insurance</li> <li>▪ Automobile</li> <li>▪ Ask if moving is covered under policies</li> </ul>
Contact health club, etc. to end or transfer membership		
Sell or donate any items you will not move		Keep receipts for any donated items, as they may be tax deductible.
Return borrowed items and collect loaned items		
Prepare inventory of household contents		<ul style="list-style-type: none"> <li>▪ Inventory by room</li> <li>▪ Photograph high-value or rare items</li> <li>▪ Note serial numbers of all appliances and electrical equipment</li> </ul>
Make any necessary travel arrangements (airline, hotel)		
Make list of family, friends, etc. to notify of move		

<b>6 Weeks Before Moving</b>		
Get estimates from moving or truck rental companies and contract with one		
Arrange transfer of medical/dental records		<ul style="list-style-type: none"> <li>▪ All doctors</li> <li>▪ Dentist</li> <li>▪ Pharmacy records</li> </ul>
Find out about new driver's license/registration, etc.		
Plan to use unmovable items		See "Specialty Items" in the Moving Section of <i>Your Route to Homeownership</i>
Find out about utilities for your new home		
Begin collecting boxes and packing supplies		
Research new community		<ul style="list-style-type: none"> <li>▪ Religious organizations</li> <li>▪ Extracurricular activities for children</li> <li>▪ Points of interest</li> <li>▪ Shopping</li> </ul>
<b>4 Weeks Before Moving</b>		
Change of address at Post Office		Or arrange to have mail held if you don't know what your new address will be.
Change of address for all subscriptions		
Contact utility companies to disconnect, transfer, or connect service		<ul style="list-style-type: none"> <li>▪ Electric</li> <li>▪ Gas</li> <li>▪ Phone</li> <li>▪ Water</li> </ul> <ul style="list-style-type: none"> <li>▪ Cable</li> <li>▪ Internet</li> <li>▪ Cell Phone</li> <li>▪ Trash</li> </ul>
Arrange to have appliances disconnected		<ul style="list-style-type: none"> <li>▪ Water, electricity, gas (washer, dryer, etc.)</li> <li>▪ Chandeliers and other electrical items disconnected.</li> </ul>
Make copies of valuable documents; put originals in safe location		<ul style="list-style-type: none"> <li>▪ Birth and marriage certificates</li> <li>▪ Passports</li> <li>▪ Medical records</li> <li>▪ School records</li> <li>▪ Wills</li> <li>▪ Automobile titles and registration</li> </ul>
Provide movers with exact location of new home		

<b>4 Weeks Before Moving (continued)</b>		
Visit veterinarian		<ul style="list-style-type: none"> <li>▪ Obtain vet records</li> <li>▪ Obtain health certificate if transporting animals (most airlines require this to be dated within 30 days of travel)</li> <li>▪ Inquire about sedatives</li> </ul>
Begin packing items you don't use often		
<b>2 Weeks Before Moving</b>		
Return all library books		
Cancel newspaper subscription		
Decide if and how you will transport your plants		<ul style="list-style-type: none"> <li>▪ Most movers will not load plants with your household goods.</li> <li>▪ If you will not move them, give them away.</li> </ul>
Dispose of non-transportable goods		Flammables, corrosives, and poisons
Transfer or close your bank accounts		
Plan to eat frozen/perishable foods in refrigerator		
Confirm travel arrangements		
<b>Week Before Moving</b>		
Pack necessities box		See "Packing Yourself" in the Moving section of <i>Your Route to Homeownership</i>
Drain all gas from lawn mower, grill, kerosene heaters, etc.		
Empty and defrost your refrigerator		
Have a "Do Not Move" box clearly labeled with things you will need during the move		<ul style="list-style-type: none"> <li>▪ Moving paperwork, contracts, inventories, receipts</li> <li>▪ Utility contact information</li> <li>▪ Children's special toy</li> <li>▪ Medication</li> <li>▪ Pet food</li> </ul>
Have "ready meals" for the day of the move		<ul style="list-style-type: none"> <li>▪ Meals that require no cooking, heating, etc.</li> <li>▪ Paper plates, disposable utensils</li> </ul>
Make arrangements for children and pets on day of move		

**Checklist for old house**

Company Contact Information	Account Number	Date Cancelled	Notes
Gas:			
Electric:			
Water:			
Trash:			
Cable:			
Telephone:			
Internet:			
Cell Phone:			
Newspaper:			
Health Club:			
Video Store:			

Remember to also notify and/or cancel children's extracurricular activities, such as soccer or Girl Scouts, and any membership organizations, such as a tennis or swim club.

**Checklist for new house**

Company Contact Information	Account Number	Date Activated	Notes
Gas:			
Electric:			
Water:			
Trash:			
Cable:			
Telephone:			
Internet:			
Cell Phone:			
Newspaper:			
Health Club:			
Video Store:			