

# Major Pax's 60 Day Moving Planner

## 8 Weeks Before

To Be Done	Done
- Call your moving agent to arrange a date for the move and for the agent to visit the home to prepare a <b>Moving Estimate</b> .	
<ul style="list-style-type: none"> <li>▪ indicate to the mover everything that is required to be moved. Any items that you do not disclose will be charged extra regardless of a "binding" estimate.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ indicate if you will be doing the packing or if the movers will pack.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ indicate that you will purchase moving supplies separately Major Move.com. Otherwise movers will charge significantly more for packing supplies.</li> </ul>	
- If your company is paying for the move, refer to their moving policy to determine the services the mover will be authorized to perform.	
- Read the ' <b>Rights &amp; Responsibilities</b> ' guidelines to make sure you understand the mover's responsibilities & liabilities.	
- Keep the name & number of your moving rep. should you have any follow-up questions.	
- If your self-moving, call truck rental companies to check prices and to reserve truck or trailer for moving day	

## 7 Weeks Before

To Be Done	Done
- Prepare an <b>Home Inventory</b> list of everything you own and take pictures or a video.	
- Decide what will be moved and what will go into the trash.	
- Consider having a Garage Sale to get rid of unwanted items and to lighten the moving load.	
- Prepare any unwanted clothing or household goods that can be donated to charities. Obtain receipts that show the approximate value of the items donated for possible tax deductions.	
- Begin to use up supplies of canned goods, frozen foods, and other household items. Buy only food that will be consumed before the move. See how to handle food below.	
- Transfer children's school records to new school	
- Transfer medical records to new doctor	

## 6 Weeks Before

To Be Done	Done
- Notify the mover with any additions or deletions to the planned moving estimate list as well as any extra stops required to pick up or deliver goods, such as a storage facility.	
- Finalize any arrangements that are required for vehicles that are being transported.	
- Make family travel plans. Reserve hotel rooms and airline tickets.	
- If driving a long distance, have your vehicle serviced (check tires, brakes, windshield wipers, belts & fluids).	

## Preparing Household Items

To Be Done	Done
- The law may require that you dispose of all flammables such as, fireworks, cleaning fluids, matches, acids, chemistry sets, aerosol cans, ammunition and weed killers	
- Get rid of items that you're not allowed to move - see the list of <b>Non-Allowable items below</b> .	
<ul style="list-style-type: none"> <li>▪ - drain fuel from your power mower and other machinery.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ - discard partly used containers of oil, gas, paint, thinner, bleach</li> </ul>	
<ul style="list-style-type: none"> <li>▪ - get rid of anything combustible or flammable</li> </ul>	
- Empty any propane tanks from the barbeque or part of a heating system	
- If you are moving your appliances, make an appointment with a service technician to prepare the major appliances.	
- Set a date to have your utilities disconnected. If possible, plan to have the utilities in service throughout moving day.	
- Have rugs and draperies cleaned and wrapped. Leave wrapped for moving day	
- Obtain written appraisal of any antiques to verify value.	
- Do not clean any upholstered furniture before moving as this may cause moisture and mould to form if placed in	

long term storage.	
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### Non-Allowable Items

Hazardous Items	
Aerosol cans	Liquid bleach
Ammonia	Loaded guns
Ammunition	Matches
Car batteries	Mineral spirits
Charcoal/lighter fluid	Nail polish/nail polish remover
Charged scuba tanks	Paint thinners
Chemistry sets	Paints/varnishes
Cleaning solvents	Pesticides
Darkroom chemicals	Poisons
Fertilizer	Pool chemicals
Fire extinguishers	Propane tanks
Fireworks	Rubbing alcohol
Flares	Solvents
Fuels/Oils	Sterno fuel
Household batteries	Weed killer
Kerosene	

### 5 Weeks Before

To Be Done	Done
- Collect all items that are being cleaned, stored or repaired (clothing, furs, shoes, watches etc.)	
- Empty your locker at the club, bowling alley, gym etc.	
- Return library books and anything borrowed from friends or neighbours and collect things that were loaned to them	
- Get moving supplies from MajorMove.com	
- Start packing out of season clothing first.	

### 4 Weeks Before

To Be Done	Done
- Confirm booking with moving company	
- Fill out change of address cards	
- Notify all friends, family, businesses & subscriptions of your move. <b>Notification of Move Checklist</b>	
- If necessary, order any new appliances or furniture for your new home	
- If necessary, arrange for storage in your new community - <b>Storage Guide</b>	

### 3 Weeks Before

To Be Done	Done
- Make copies of important documents, such as birth certificates, passports, medical records etc.	
- Arrange to have utilities & services disconnected a few days after the move	
- Order utilities & services for new home	
- Arrange for a babysitter for moving day	
- Reserve an elevator in your building	
- Make arrangements for helpers on moving day. See <b>Major Move Food Deals</b> for helpers.	

## 2 Weeks Before

To Be Done	Done
- Make arrangements for pets and plants	
- Plants may suffer from lack of water or temperature changes due to long trips. The following provides some alternatives.	
▪ give plants to friends or relatives	
▪ donate to hospitals or other organizations	
▪ include plants in a garage sale	
▪ take pets to veterinarian. Some areas may require health certificates and rabies inoculations.	
▪ ensure that all identification and health tags are attached to your pet's collar.	
▪ arrange for transportation of pets. Consider putting pets in a kennel until you are settled.	

## 1 Week Before

To Be Done	Done
- Open new bank accounts - if you're moving out-of-area.	
- Check to ensure you have enough medication to last through the move	
- Have doctor write a new prescription for after the move	
- Begin to prepare your " <b>Travel-Kit</b> ". These are the essential items that you will need and want to keep with you so you don't have to look through boxes to find.	
- Major Pax suggests a Mid-size (3 cube box) to use for the "Travel-Kit"	

## Major Pax recommends the following items be included in your Travel Kit.

Travel Kit Items			
First-aid kit	Paper plates	Credit cards	Hammer
Canned Goods	Plastic silverware	Flashlight (check batteries)	Light bulbs
Can opener	Snacks	Keys to both old & new house	Pliers
Cooking Utensils	Bottled water	Fuses	Wrench
Soap	Disposable cups	Pet food/dishes	Screwdrivers
Toilet Paper	Paper towels	Garbage bags	Broom & dust pan
Special items for children	Wash cloths		
Travel alarm clock	Check book		
Sufficient cash	Identification cards		

## Day Before Moving Day

Working With Packers	Done
- Make sure everything is packed and ready to go before moving day	
- Indicate any items that require special handling	
- Mark any items that are not to be moved	
- Indicate with labels or markers, which boxes will be required first when arriving at the new home	
- Unplug all electronic appliances 24 hours prior to the move including; t.v's, computers, stereos, audio/video equipment etc.	
- Disconnect any appliances you're bring with you	
Last Minute Details	Done
- Check closets, cabinets, and storage areas for any items that may have been overlooked	
- Be present when the moving representative arrives to prepare the appliances for transfer.	
- It is the homeowner's responsibility to ensure that all mechanical and electrical equipment is properly serviced for moving before the moving truck arrives. Any item not marked "serviced" will be noted by the mover.	
- If possible stay in the residence until all items are removed and loaded. It is your responsibility to ensure that everything has been removed.	
- Only after making a final inspection of the home, sign the mover's inventory list and retain a copy for your records.	
- Sign the mover's Bill of Lading or Freight Bill - it details the terms & conditions for your goods to be moved. Make sure that you confirm and sign the declared valuation statement. Keep copies of all documents.	
Last Checks	Done
- Water shut off	
- Furnace and air conditioning shut off	
- Lights turned off	
- Windows shut and locked	
- Keys given to lawyer or new owner's representative	
- Check all rooms	

## Moving Day

To Be Done	Done
- Supervise move & accept delivery; if not, make sure some is there to accept the delivery and pay the charges.	
- Be aware of the mover's free waiting period - most reputable movers allow for a 2 hour waiting period for you to accept the delivery and to sign the final papers.	
- Check your belongings as they are unloaded. Make sure to make a note of any damages, or if any items are missing from the inventory list.	
- Direct the movers to place the items in the designated areas. Keep in mind that movers do not typically install fixtures or appliances, assemble beds or unpack mattresses.	
- Have a floor plan layout of the new home that the movers can use to place the furniture and rugs.	
- Keep all documents relating to your move in a safe place for reference.	
- To prevent possible damage, allow 24 hours before installing any electronic equipment or appliances. This will allow all devices to adjust to the room temperature.	
- Have tools ready for assembling furniture - <b>(Tool Kit Rental)</b>	
- In the event you discover damaged items upon unwrapping, do not unpack or unwrap them until a representative of the moving company can inspect and make note of the damages.	

### Note:

- Major Move allows you to rent an all-purpose **Tool Kit** which allows you to disassemble beds, remove light fixtures, etc.

## 1 Week After Move – Settling Into Your New Home

To Be Done	Done
- Check with local post office for any mail held and request delivery to start	
- Make sure to get information regarding local requirements for auto registration and driver's license	
- Make sure that your new home has been insured	

## What To Do With Food Items

### 1. Perishable Food Items:

- If you are moving less than 150 miles and your items will be delivered within 24 hours of pickup, agents may agree to transport perishables that are properly packed and require no servicing in transit.
- **Food Storage Coolers**  
Major Move allows you to inexpensively rent food storage coolers such as the **Coleman Cooler** so you don't have to throw away any food items. Simply place some ice in the cooler and your food items are sure to stay preserved until you get to your new home.

Perishables
Food without adequate preservation
Frozen food
Open or half-used foods
Plants
Produce
Refrigerated foods

### 2. Non-Perishable Items:

- Major Move allows you to put up to 1 full box of non-perishable foods into one of their rented plastic reusable moving boxes to be picked up by Major Move and dropped off at a local food bank.

**NOTE: You should empty your refrigerators and freezers and keep appliance doors open for at least 24 hours in advance of loading. This will allow appliances to dry out and prevent the growth of mould.**

## Personal Items & Items Of Sentimental Value

Although the following are allowable, we recommend that you keep these important items with you during your move.

Personal & Sentimental Items	
Address books	Insurance policies
Airline tickets	Jewelry and furs
Car titles	Keys (car, furniture, new home)
Cash	Laptop computers
Cell phones	Medical/dental records
Check-books	New home documents
Computer data files/backups	Prescription medicine
Family photographs/photo albums	Professional files/research projects
Financial documents (stocks, bonds, CDs, IRAs, deeds, tax records)	School records
Home videos	