

Preparing for Your Move to Another City

Moving is a big deal.

Use this comprehensive checklist as a guide for staying organized, adhering to timelines and preparing for life in your new location — all while having the peace of mind that you haven't overlooked any crucial aspects of your move.

We'll guide you through it.

If you need help finding a real estate agent, rental property or moving company, Graebel CitySwitcher® can recommend trusted providers and will assist you throughout your relocation journey.

Plan your move now at
CitySwitcher.com/plan-my-move

★ CitySwitcher Expertise

CitySwitcher is your ultimate partner throughout your relocation journey. We take pride in our unique expertise, which can save you both time and money.

Look out for the ★ icon, which indicates the areas where CitySwitcher can be of particular help to you. Consider our services for those specific actions to make your relocation journey smoother.



Helpful Timeline of Suggested Actions

8 Weeks Before Your Move

Create a digital (or physical) folder to save your moving records, estimates and receipts.

Create a moving budget.

Determine what you would like to do with your main residence. If breaking a lease, remember to factor that cost into your budget.

- ★ **Find a real estate agent to sell your home.**
- ★ **Start your search for a new home.** Consider using the services of a Destination Services Provider (DSP) for insights into the local area, help with the home search and assistance with the legal documentation, if needed.
- ★ **Obtain moving estimates to transport your belongings to your new location.**
Inform your children's school that you will be moving and ask for transfer certificates.
- ★ **Find a new school for your children.**
- ★ **Determine how your pets will travel to the new location.**

4 Weeks Before Your Move

- ★ **Hire and schedule movers to transport all of your personal belongings.**

Determine any moving day requirements for your current residence, such as reserving elevators, parking spots, etc.

- ★ **Arrange for a pet carrier or container.**

Request copies of vet records and obtain any necessary pet medication.

- ★ **Make a plan for selling or transporting your personal vehicle.**

Gather packing materials and begin packing nonessentials you won't use over the next month.

Notify telephone, gas, cable, internet provider, electric and other utility companies about your service discontinuation date.

Discuss cancelling or changing your homeowner's/renter's insurance.

Cancel or redirect any deliveries such as groceries, magazine subscriptions or medications.

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4 Weeks Before Your Move (continued)

Sell, discard or donate any items not planned for storage or are no longer needed.

Start using up food you have stored so there is less to move.

Book your travel.



Reserve temporary accommodations in the new location.



Secure long-term housing in the new location.



Find a new doctor, dentist and vet.

Compile your family's medical and dental records, including a list of vaccines received and prescription medications.

1-2 Weeks Before Your Move

Make arrangements to disconnect your utilities. Get refunds for any deposits made and coordinate any final billing.

Empty, clean and drain appliances (refrigerator, washing machine, etc.) at least two days prior to when items in your home are packed or moved.

Drain fuel and oil from power equipment.

Dispose of dangerous items that your mover cannot transport such as battery products, household cleaning products, combustible liquids, explosives and flammables.

Donate unused food.

Confirm travel reservations.

Service your car for the trip if you are driving.

Pack your luggage for the trip. Ensure you have enough belongings to meet your needs until the shipment of your remaining household items arrives.

Set aside items you need readily available during travel and upon arrival (IDs, tickets, medicines, important documents, etc.).

Gather and secure important documents such as birth certificates, stock certificates, school records, immunization records, family photos and tax records.



Make arrangements to connect utilities at your new residence.



Secure home or rental insurance for your new residence.

Submit your change of address to the postal service.

Arrange for childcare and/or a pet sitter for moving day.

Confirm moving dates with your moving company.



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The Day Before Your Move

Pack essential items you need when you immediately arrive at your new home, including soap and toiletries, towels, water bottle, snacks, flatware, trash bags, light bulbs, tools, etc.

Empty, defrost and clean your refrigerator.

Set aside all keys in a safe place.

Clean your stove.

Prepare a simple breakfast for the next morning.

Pick up ice and beverages for moving day.

Get a good night's sleep!

Moving Day

If hiring movers, plan to be at home throughout the entire packing and loading process.

Have cash on hand for last minute incidentals.

Ensure plane tickets, IDs and valuables are properly secured in an area where they won't be misplaced and will remain with you throughout the trip.

Accompany the movers during your in-home walk-through to answer any queries.

Point out items of special concern to the movers during the in-home walk-through or at any time during the packing and loading process.

If items are shipped to multiple locations (new home, storage, etc.), identify your labeling to the movers.

Finish any packing you are doing personally.

Place inventory lists in your carry-on luggage for use at your new location.

Ensure your items to be moved are inventoried.
Review the inventory list very carefully.

Ensure the movers have your mobile phone number.

Review delivery dates. If your move has a delivery spread, ensure you understand those conditions.



Check all rooms one last time. Remember closets, cupboards, basements, attic and garage. Make sure all windows are closed and locked.

Turn off lights. Ensure all utilities are turned off or set to an appropriate level (air conditioning, heat, etc.).

Close and lock all doors.

Stay calm and take everything one step at a time.



Settling In The New Location



Start to explore your new community.

Locate nearest grocery stores, retailers, restaurants, parks and other venues of interest.

Unpack your essential items.

When your household items are delivered, be present and available for the moving company. Check each item off the inventory list as it is brought in.

Have some cash handy to tip the moving crew if you wish.

In the event of damaged or missing items, take a picture and make sure the crew is aware before they leave. Then file a claim as soon as possible.

Set a goal to fully unpack within two weeks of your items being delivered.

Sign up for local services like a dog walker, meal delivery, etc.



Set up a new cell phone or carrier.

Set up internet and utilities in your permanent residence.

Locate the nearest hospital, pharmacy and fire department.

Get a public transit pass.

Obtain new state driver's license.

Update your vehicle license plate and tags.

Schedule an appointment with your new health care provider.

Enjoy your new neighborhood!

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