

MOVING CHECKLIST

Be a prepared seller!

POSSESSION LOGISTICS

- > Do a final cleaning and lawn/snow maintenance of the home before leaving
- > Leave any warranty documents or manuals for the buyers
- > Leave keys & garage door openers per my instructions
- > Take photos of the condition of the home on your final day
- > Leave a note or a gift for the buyers

PAY FINAL BILLS & CLOSE ACCOUNTS

Avoid shutting off utilities - the buyer will be charged to turn them back on. Instead, we need to transfer them into the buyer's name.

- | | |
|---|--|
| <input type="checkbox"/> Gas/Propane | <input type="checkbox"/> Lawn services |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Security service |
| <input type="checkbox"/> Water | <input type="checkbox"/> Cable & internet |
| <input type="checkbox"/> Trash/Recycling | <input type="checkbox"/> Association dues (should be settled at closing) |
| <input type="checkbox"/> Outstanding projects | |

ADDITIONAL MOVING TIPS & TO-DO'S

- Schedule movers and request time off work if needed
- If you're planning to sell or donate items, let me know so we can offer them to the buyers first
- Order moving supplies (boxes, tape, labels)
- Label electrical cords before unplugging them
- Take measurements & make sure everything can fit through doorways - if not, disassemble & organize pieces
- File "change of address" at local post office or online
- Change address with bank, license/passport, credit cards, gym membership, magazines, pharmacies, friends & family, online shipping, Shipt, etc.
- Order checks with your new address
- Transfer kids' school records
- Register to vote in new location
- Schedule carpet, duct, and chimney cleaning at new house
- Arrange for lock change at new house
- Update address on pet tags