

5 Weeks Before you Move

Updating your bills

STEP 1: Insurance Policies

Call your insurance agents, medical, dental, automotive, etc. and ask what changes you need to make in your policies if any. Make sure your automotive insurance cards are current.

STEP 2: Memberships

Contact health clubs, organization, magazines, newspapers, and groups to cancel or transfer memberships.

STEP 3: Utilities

Notify service providers of your move. Inquire if any deposits or returns.

Electric	Other: _____
Water	_____
Sewer	_____
Gas	_____
Telephone / Cell Phone	_____
Cable / Satellite and	_____
internet	_____
Trash Collection	_____

STEP 4: Turn in your 30 day notice if renting.

ADDITIONAL TASKS / NOTES _____

2 Weeks Before Your Move

Finish Packing

STEP 1: Set aside items that stay.

Label a cabinet or drawer as items that stay so movers do not pack them. This includes touch up paint, spare tiles / wall coverings, etc. Set aside fan remotes, garage remotes, and keys. Leave all the appliance manuals, maintenance records, and other documentation as well.

STEP 2: Pack the bulk of your items.

Create a last in first out box with all the day-to-day necessities including any of the following that are applicable:

Bedding	Other:
Towels	_____
Toiletries	_____
Toilet paper	_____
Basic Tools	_____
Cleaning supplies	_____
Medications	_____
Camera	_____
Snacks	_____
A few dishes and utensils	_____

Label boxes with a general list of contents and room they came from and or are going to.

STEP 3: Set aside valuables.

Ask a friend to hold on to them until you're settled, or lock them up in the trunk of your car on moving day.

ADDITIONAL TASKS / NOTES _____

For more information visit [KeysToAz.com/Selling/](https://www.KeystoAz.com/Selling/)