Moving Checklist

Gentle Giant Moving Company

One Month Before Moving Day

- ☐ Contact Gentle Giant Moving Company for a free moving estimate and book your moving day. If you are planning a move in the summer, you should call movers two months in advance to ensure availability on your desired moving day.
- ☐ Order Moving Boxes and Packing Supplies.
- ☐ Begin Packing. Clearly label boxes with name, contents, and destination for the box (i.e. “DR” for Dining Room, “MBR” for Master Bedroom). View our Pack Like the Pros videos for further moving and packing tips.
- ☐ Sort, discard, and donate unwanted items.
- ☐ Notify the post office.
- ☐ Notify doctors, dentists, and other health service providers.
- ☐ Notify the human resources and/or payroll department at work.
- ☐ Confirm elevator, loading dock, and parking reservations/parking permits for moving day at both current and destination addresses.

Two Weeks Before Moving Day

- ☐ Make arrangements for disassembly of specialty items (pianos, swing sets, etc.).
- ☐ Make arrangements for child care and/or a pet sitter for moving day.
- ☐ Arrange for time off from work to prepare for the move and to be present on moving day.
- ☐ Notify your local department of motor vehicles for change of address on your driver’s license.
- ☐ Notify the necessary utility companies:
  - ☐ Telephone
  - ☐ Electric
  - ☐ Cable
  - ☐ Water
  - ☐ Cell Phone
  - ☐ Gas/Oil (also, schedule gas appliances to be disconnected)
  - ☐ Internet Service Provider
  - ☐ Home security/alarm

One Week Before Moving Day

- ☐ Pack fragile and loose items from drawers into moving boxes.
- ☐ Confirm your moving day and time with your moving company. Gentle Giant’s move coordinators will contact you 1-3 days prior to the move to ensure that all details are accurate for moving day.
- ☐ Complete the high-value inventory form (from the original paperwork sent by your move coordinator) and choose the appropriate valuation (moving insurance) option. Gentle Giant professionals are happy to assist with this process.
- ☐ Remove all permanently affixed items that you wish to take from walls and ceilings (drapes, lighting fixtures, ceiling fans, etc.).
- ☐ Change address with all newspapers, magazines, and other periodicals to which you subscribe.
- ☐ Alert friends and family to new address with Gentle Giant’s ecards.

One Day Before Moving Day

- ☐ Consolidate clearly marked moving boxes of fragile items in one area of your home. Alert the movers about these moving boxes on moving day.
- ☐ Identify furniture that is fragile or has been weakened by previous damage and bring it to your mover’s attention on moving day.
- ☐ Separate and mark items not intended to be moved by your movers.
- ☐ Isolate checkbook, keys, passports, plane tickets, cash, credit cards, and prescription medications. These should travel with you in your personal vehicle on moving day.
- ☐ Defrost, drain, wash, and dry refrigerators and freezers.
- ☐ Drain gasoline and oil from lawn mowers, generators, snow blowers, etc.
- ☐ Disconnect propane tank from gas grill. Your movers will not be able to transport the tank on moving day.
- ☐ Clear walkways and driveway during inclement weather.