

Residential Moving Guide Calendar for Local Relocations

4 weeks before moving

| Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------|--------------|-------------------------|-------------------------|----------|
| Tour your house | Request an | When moving long | When moving long | Arrange |
| including the attic, | estimate of | distance, use up frozen | distances, make | for a |
| garage and | your moving | food and staples. Buy | your travel | transfer |
| storage shed to | charges from | only what will be used | arrangements for | of |
| decide which | Matco Moving | before moving. It is | the trip – airline, | records, |
| items should be | Solutions. | inadvisable to move | hotel, rental car, etc. | etc. |
| discarded or | | frozen goods on the van | | |
| donated to | | over long distances. | | |
| charity. | | | | |

3 weeks before moving

| Monday | Tuesday | Wednesday | Thursday | Friday |
|-------------------------|-----------------|------------------|------------------|----------------|
| When moving long | When moving | Return library | Dispose of | Notify Post |
| distances, arrange for | long distance, | books, DVDs and | flammables, | Office mail |
| transportation of pets, | start preparing | other borrowed | paint, matches, | order |
| including kennels. | your plans for | items. Collect | pressure cans, | accounts, etc. |
| Check with your | the move. | anything lent or | cleaning fluids, | of your new |
| veterinarian. | | out for repair. | etc. | address. |

2 weeks before moving

| Monday | Tuesday | Wednesday | Thursday | Friday |
|------------------------|--------------------------|------------------|----------------|-----------------|
| Draw up a floor plan | When moving long | Start packing if | Arrange for a | Plan to |
| of your new home to | distance, call a service | you have | babysitter for | discontinue |
| show where the | firm to prepare your | planned to do | moving day. | utilities, etc. |
| furniture will be | appliances – washer, | some of it | | |
| placed. Moving in will | dryer, etc. for moving. | yourself. | | |
| be twice as easy. | | | | |

1 week before moving

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------|-----------------|-------------|----------------------|-------------------|
| Finish packing | Drain water | Defrost and | Take down curtain | Apply a light |
| boxes, suitcases | from garden | wipe dry | rods, shelves, items | application of |
| and basic | hoses, oil and | fridge and | permanently | quality paste wax |
| essentials. Plan to | fuel from power | freezer. | attached. Dismantle | to your furniture |
| carry with you | mower and | | large power tools | for protection |
| valuable | other | | such as lathes, | from possible |
| documents, | machinery. | | grinders, etc. | scratching. |
| currency and | | | | |
| jewellery. | | | | |

Packing Day

Have a clear workspace available for packers. Point out:

- Fragile and valuable items
- Items you will be taking with you
- Anything to be left for new owners

Moving Day (Out)

Plan to stay home until the van has left. Tour the house with the van operator during inventory, sign the Bill of Lading as well as confirm the new address and delivery date. Be sure to check for overlooked items. Make certain windows and doors are locked, utilities are disconnected or turned off, keys are transferred and lights are off.

Moving Day (In)

It is a good idea to be at your new home a day before the van to verify that utilities are connected and the floor plan is correct. Check items unloaded with inventory. Make arrangements for reinstallation of appliances and confirm unpacking requirements.