

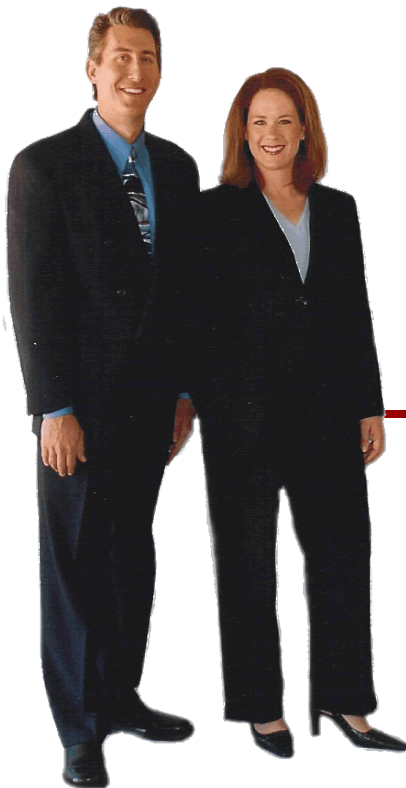


Toll Free: 877.828.3351 Direct: 775.327.9900



Your Source for Reno Nevada Real Estate

The Lessinger Team's Complete Guide To Moving



Compliments of:
The Lessinger Team
Amy Lessinger, CRS, GRI, ABR, e-PRO
Brian Lessinger, MBA, GRI, ABR, CDPE
RE/MAX Realty Affiliates
Independently Owned & Operated

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www.thelessingerteam.com

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A Personal Note from Amy & Brian Lessinger

Congratulations!

Your move is right around the corner! As a valued client of The Lessinger Team, we have developed this custom mover's guide to help you with this process.

Inside you will find the following:

- Valuable numbers to help you order/change your utilities and services for your home.
- Detailed information about organizing your move.
- Valuable checklists.
- Change of Address Form from the post office, we thought we'd save you the trip. For those of you that use your computer frequently we have added a link to our phone list.

A couple of really important things we should mention to our home sellers.

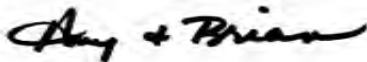
1. We are often asked what kind of condition you should leave the home in. The contract states that the home is to be left in a neat and clean condition, free of all personal belongings and debris. Attached is a general checklist to aid you in the process of handling the "move out clean." In short, the home needs to be spotless and ready to move into. If you prefer, we can arrange for a cleaning crew to come in after you move out. Obviously it costs more than doing it yourself, but the convenience of being able to leave and not have to worry about cleaning can be worth it. Let us know if you are interested; we will need to plan appropriately to make sure all is done in time.
2. Utilities: Even if you plan to move out before closing, it is important that you leave the utilities on until the scheduled day of closing.

For our buyers:

Do not plan to move on the day of closing. In our area, it is common that **the recording takes place at the very end of the day**. The contract does not allow possession until the agreed upon date which is usually upon recordation of the deed, or in a rent back situation it is after recordation but on the date/time specified in the contract.

As always we are here to help make this transition easy and smooth. Please let us know if we can assist you in any way.

Sincerely,



Amy Lessinger, CRS, GRI, ABR, e-PRO
Brian Lessinger, MBA, ABR, GRI, CDPE
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Email: info@thelessingerteam.com



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We get you moving! The Lessinger Team's Moving Truck...



As a valued client, you are so important to us!

So, we brainstormed on ways we could serve our clients better to make their move as hassle free as possible and voila! The moving truck was the perfect addition to our many concierge services.

Use the truck as often as it's available. There are two ways you can use our truck:

- Come into our office and fill out our user information forms.
- Visit <http://www.thelessingerteam.com/Dschedule.htm> to check the schedule, request a reservation and download the appropriate forms.

What is the fine print?

- Local moves only (within the Reno/Sparks area).
- A \$100.00 deposit must be provided at the time of use. (Check or Cash)
- All drivers must provide a current drivers license and proof of insurance
- All drivers must be 21 or older
- The truck must be returned on time, clean and with a full tank of gas.

Our moving truck is also available for community organizations, churches, charitable groups and more (subject to availability) so if you have an organization you know of who can use it, give us a call. We are happy to help our community in any way we can.



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 Compliments of RE/MAX!**

- What does this program provide to you?
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 - Multiple guaranteed estimates from the nation's **largest** and **most successful** van lines
 - Automatic VIP status
 - Free valuation up to \$75,000
 - No peak season rate increases



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Cleaning Checklist

When you are packing make sure to leave a few essential items out, such as cleaning products, some rags, a broom, vacuum, trash bags and extra boxes.

Use the following checklist to make the home shine!

Take a good look around those hiding spots, the attic, the rafters, and behind the shed, just to be sure everything is cleaned out. Some of these things you may find that you no longer want, but the new home owners may not want them either.

Wipe down counters, sinks, toilets, and floors. Dust window sills and ceiling fans. Vacuum and/or mop all floors. Completely empty cabinets and drawers, wipe them out, wipe down all appliances, run the self cleaning cycle on the oven, etc...

Use this time as your final walk through to be sure you have everything.

Just a little tidying up will show any home buyer that you are just as excited about their home purchase as they are.

One last thing before you make your final departure, leave any extra keys and garage door openers in a drawer in the kitchen for the new home owners. Don't forget any keys to padlocks that are on the gates or sheds.

Living Room/Family Room/Dining Room

- Dust window sills
- Dust ceiling fans
- Vacuum

Kitchen

- Vacuum cabinets and drawers
- Wipe down counters, sinks, appliances and cabinets
- Dust window sills and light fixtures
- Sweep and wipe down the floors

Bedrooms

- Wipe down closet shelves and window seals
- Vacuum

Bathrooms

- Vacuum cabinets and drawers
- Wipe down counters, sinks, and cabinets
- Dust window sills and light fixtures
- Sweep and wipe down the floor

Hallways/Miscellaneous Closets

- Wipe down shelves and doors, if needed
- Vacuum

As always, please let us know if you have any questions!



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Canceling or Ordering Utilities: Helpful Addresses & Phone Numbers

Ambulance, Police, Fire:

Emergencies: Dial 911
Reno PD: 334-4636
Reno Fire Dept: 334-2300
Sparks PD: 353-2231
Sparks Fire Dept: 353-2231

Washoe County Sheriff: 328-3001

Poison Control: 800-222-1222

Gas/Electric
Nevada Energy
775-834-4444
www.nvenergy.com

Water:
775-834-8000
www.tmh2o.com

Garbage Collection:
Reno Disposal Company
775-329-8822

Sparks Sanitation Company
775-329-8822

Sewer Service:
775-334-2095 (Reno)
775-353-2361 (Sparks)

Department of Motor Vehicles:
Registration 775-684-4368
Driver's License 775-684-3500
www.dmvnv.com

Telecommunications:

ATG – Advanced TelCom Group
775-284-4000
www.callatg.com

AT&T
800-288-2020

Television Cable/Satellite:

Charter Communications
775-850-8555
www.charter.com

Postal Service:
800-275-8777
www.usps.com

Washoe County Registrar of Voters:
775-328-3670
www.co.washoe.nv.us/voters

Washoe County School District:
Administration Building
425 W. Ninth St., Reno, NV 89520
775-348-0200
www.washoe.k12.nv.us

Recycling Information:
NV State Department of Environmental Protection
Recycling Hotline 800-597-5865

Nevada Hazardous Waste Line
800-882-3233

Washoe County Environmental Health
775-328-2434

Pet Licenses:
Reno Animal Control Center
775-858-1616

Sparks Animal Control
Center
775-322-3647



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Helpful Addresses & Phone Numbers Cont.

Newspapers:

AHORA Spanish & English Newspaper
775-323-6811

Reno Gazette Journal
775-788-6200
www.rgj.com

Senior Spectrum
775-348-0717

Sparks Tribune / Big Nickel Want Ads
775-358-8061

USA Today
www.usatoday.com

Parks & Recreation:
www.cityofreno.com
775-334-2260 (Reno)

www.sparksrec.com
775-353-2376 (Sparks)

www.co.washoe.nv.us
775-828-6642 (Washoe)

Hospitals:

Northern Nevada Medical Center
2375 E. Prater Way, Sparks
775-331-7000
www.nnmc.com

Saint Mary's
235 W. 6th Street, Reno
775-770-7100
www.saintmarysreno.com

Washoe Med
77 Pringle Way, Reno
775-982-4100
www.washoehealth.com

Lougaris Veterans Affairs Medical Center (VA Center)
775-786-7200

Senior Citizen Services:

Senior Citizens' Center
775-353-3110
www.co.washoe.nv.us/seniorsrv/

Washoe County Senior Services
775-328-2575

Transportation:

Citifare
775-348-7433 (24 hours)

Citilift (for people with disabilities)
775-348-5438

Education:

Adult & Continuing Education
775-687-9104
www.nde.state.nv.us/

Career College of Northern Nevada
775-856-2266
www.ccnn4u.com

Office of Special Education Elementary
and Secondary and School Improvement Program
775-687-9171

Nevada Department of Education
775-687-9200 (Information)

Truckee Meadows Community College
775-673-7000
www.tmcc.edu

University of Nevada Reno
775-784-1110
www.unr.edu

University of Phoenix-Reno
775-828-7999
www.phoenix.edu



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Changing Your Address



Visit www.usps.com

MoversGuide

- Change your address
- Pack & Move
- Moving services
- Home Improvement
- Helpful tips
- Community info
- Other services

Change Your Address Online

- Easy**
Change your address with the U.S. Postal Service
- Quick**
Complete the easy process in only a few steps
- Secure**
Complete all of your address changes directly with the U.S. Postal Service



[Change my address >>](#)

Moving Services

Move your magazines

- Change your address on your magazine subscriptions.
- Call 1-888-835-2124 for immediate service.

Connect your utilities

- Change your local phone, long distance and cable services.
- Free convenient service.

Email change of address tool kit

- Forward email from your old email to your new one.
- Stay in touch with friends, family and businesses - free.



special offers

Move with AT&T

Get a \$25 Visa Gift Card
When you move your phone service with AT&T.

15% Off from JCPenney.com

Special offer for new movers!
Receive 15% off online orders of \$50 or more.

Move Yourself and Save

Save up to 20% on a Penske one-way rental when you change your address online.

Rent DVDs Online w/ Netflix

Delivered to your New Home
NO LATE FEES
Try Netflix for FREE today!

Home Security

Save \$125*.
24-hour Monitoring.
Rapid Response. Trust Brinks®

Lowe's

New movers program & discounts.
Lowe's Home Improvement

Renters Insurance

Protect your valuables for a lot less than you might think.
Get your FREE quote today.

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For more information and online 'Change of Address Forms' please visit <http://www.usps.com/moversguide/welcome.htm>



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Packing It Up

A Step-By-Step Guide On How To Pack Everything...

Whether you are supervising a professional move, or doing the packing yourself— this section will save you time and headaches with valuable tips on everything from hiring a professional mover—to how to move houseplants.

1. Hiring Professional Movers

Selecting A Moving Company

- For a local move, obtain references from friends or check with the Better Business Bureau about the moving company you are considering.
- On interstate moves, charges are based on the weight of the articles to be moved, the distance to be moved and additional services provided.
- Get at least three estimates well in advance of your move. However, remember most estimates are “nonbinding”. The final price is determined by the total charges from transportation and services. A “binding estimate” requires the mover to bill you for the specific services at a specific price. Then, if you add additional services, you will void the binding estimate.
- Be sure the mover is aware of everything that is to be moved. The cost will increase if anything is added to the shipment that was not included in the original estimate.
- The mover will issue you a bill of lading, which represents the legal agreement between the customer and the mover. Be sure to keep it. Check to make sure your moving , pick-up, and delivery dates are shown on the bill of lading.
- Make sure that any contract you sign identifies complete rates and charges, the mover’s liability for your possessions, dates for pick-up and delivery, and claims protection.
- Interstate moves by moving companies are regulated by the Interstate Commerce Commission (ICC). The mover is obligated to give you a copy of a pamphlet prepared by the ICC titled “When You Move: Your Rights and Responsibilities.” Make sure you read and understand this pamphlet.
- If you have the option to move between October and April, you may be able to receive a better price. If your move is scheduled between June and September, the busiest times for movers, be sure to call well in advance for estimates.



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Packing It Up Continued

Handling Claims

- Professional movers are responsible for loss or damage to goods caused by the mover. If anything is missing, or if cartons are damaged, this should be noted when you check the inventory sheet at time of delivery.
- It is not necessary to unpack all boxes immediately because any damages or losses discovered within a typical nine months of the delivery entitles you to file a claim. Don't throw away your inventory checklist or any papers signed in connection with your move until you have unpacked all cartons and/or the nine months are up. Obviously, the earlier the claim is filed the better, but the nine month claim period will eliminate the necessity of having to quickly examine all the contents of all the boxes.

When Movers Pack For You

If you are using the services of a professional mover, you may consider providing little or no packing on your own. However, you may want to take some precautions to ensure that cherished, irreplaceable, or valuable items are handled and protected to your satisfaction.

- Ask your professional mover how they package and transport items such as antiques, crystal, etc. to determine whether you would prefer to pack and perhaps even move these valuables yourself.
- Often times moving companies are transporting items you pack yourself, they won't insure or take responsibility for them. Confirm the company's policy in advance.
- Ask about the amount of insurance coverage the moving company provides, and whether coverage is for replacement cost or the depreciated value.
- Professional movers have boxes and containers specifically designed for many items. For added protection you may request extra boxes to pack any items you choose to move on your own. Be sure to label them "Do Not Move" so your movers will not load these boxes into their truck in error.



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Packing It Up Continued

2. Moving It Yourself

Tips For A Do-It-Yourself Move

- If you are renting a van or truck make reservations early.
- Confirm vehicle size/capacity with rental company:
 - 2-3 rooms — 15 foot truck
 - 4-6 rooms — 18 foot truck
 - 7-8 rooms — 22 foot truck
- Make sure you have these supplies:
 - Loading Ramps
 - Padding
 - Dollies
 - Boxes
- Additional costs:
 - Insurance, Deductibles and Drop Off Charges
- Loading:
 - Load Heavy Furniture First
 - Pad Delicate Items
 - Secure Load
- Keep the following supplies and accessories on hand:
 - Marking Pens
 - Packing Tape
 - Scissors
 - Tape Measure
 - All Size Boxes
 - Furniture Pads or Sheets
 - Rope or Twine
 - Tool Box
- Label the contents of all the boxes on the top and one side.
- Identify the numbers of each box and keep a list of what is in each box.
- Clearly mark fragile items.
- Carry your most fragile items in the car with you.
- If you have children, pack a bag of games and activities for the trip (if lengthy).



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Packing It Up Continued

Keep The Basics Handy

- Personal Items:
 - Comfortable Clothing
 - Linens
 - Toiletries and Cosmetics
 - Towels
 - Toothbrushes
 - Iron
 - Tissues
 - Alarm Clock
 - Toilet Paper
 - First Aid Kit (Band-Aids, etc.)
 - Daily Medications
- Shortcut Meals:
 - Disposable Plates, Cups
 - Can Opener/Bottle Opener and Utensils
 - Pots and Pans
 - Dish Soap and Sponges
 - Paper Towels
 - Foil or Plastic Wrap
 - Plastic Containers
 - Instant Coffee
- To Settle In:
 - Telephones
 - Light Bulbs
 - Garbage Can and Bags
 - Extension cords
 - Tool Kit
 - Flashlight
 - Ladder or Step Stool
 - Dust Cloth
 - Mop and Broom
 - Cleaning Products
 - Scrub Brush
 - Pail
 - Vacuum Cleaner



Pack essentials in separate boxes to keep them on hand. You'll need them during the first days in your new home. It is important to identify those items that will be essential to your family during the move and the first few days to help ensure a smooth transition — from toilet paper to tool kits.

Packing

Start collecting boxes early. Pack on a room-by-room basis, and don't mix items from different rooms in one box (don't pack items from the bedroom in boxes with articles from the kitchen). If possible, start packing early. Remember, if you were to pack only a box a day, in thirty days you would have thirty boxes packed. You could start in areas where the items are not in frequent use—such as the attic, garage, closet shelves, good china, books, out-of-season clothes, etc.



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Packing It Up Continued

What size boxes will you need? The type of items you need to pack will provide a good idea. Heavy articles, such as books, records, canned goods, etc., should go in smaller boxes. Bulkier, but not so heavy items, such as pots and pans, linens, small kitchen appliances, etc., should go in somewhat larger boxes. Bulky, lightweight articles, such as blankets, pillows, etc., should go in the largest boxes.

- If you don't collect enough boxes, call a local mover to inquire about purchasing the number of boxes required.
- Save space by packing the unbreakable items into tightly loaded drawers. Tape the drawer contents in place with masking tape. To minimize tape marks, remove the tape as soon as the furniture arrives at your new home—(or you may choose not to use tape for short distance moves).
- For long distance moves, obtain wardrobe boxes for your clothes. By hanging clothes inside these “closet” boxes, you'll save time packing and unpacking. If you are moving a shorter distance, leave clothes on hangers and cover with a large garbage bag or consider renting a clothing rack with wheels to allow you to move an entire closet rod at one time.
- Small linens such as towels and washcloths can also serve as packing material.
- Wrap sofa and chair cushions in sheets or plastic bags to use as extra padding for other large items you transport.
- Alternate the spines of books as you pack to save space.
- To prevent odors from developing in the refrigerator or freezer during the move, place some charcoal briquettes inside the unit to absorb odors. Then insert newspaper throughout the freezer. The paper will absorb any moisture and help prevent odors.
- Remove furniture casters ahead of time to prevent them from falling off during the move. Tie them together with heavy twine and tag them so you know which piece of furniture they fit.
- Pack similar items together—it will make unpacking easier.
- Plates should be packed standing on edge. To minimize breakage of glasses, place the heavier items on the bottom of the box and the more delicate ones on top. Pieces of crumpled newspaper make excellent packing material.
- As you tape up each packed box you could place a string underneath each piece of tape, leaving about an inch sticking out. When it's time to unpack, just pull on the string, which will quickly and easily cut right through the tape.



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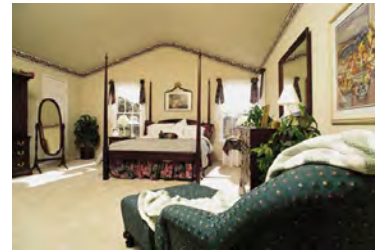
Packing It Up Continued

- Load young children's toys and things last. If these items are first off it may be helpful to keep your children occupied while you pay attention to the articles being unloaded.
- Move dresser drawers without removing their contents to avoid repacking.
- Clearly label boxes with the room destination where they should be delivered when unloaded at your new home.
- Dispose of flammable liquids such as spray paints, solvents and thinners and gas in lawn mowers. Dispose of these items in advance.
- Label leftover paint cans as to where it was used and leave behind in the garage (the new residents will appreciate it!)

Moving Large Furniture

Measure the following furniture to be sure it will all fit in the moving truck.

- Assembled Shelf Units
 - Beds
 - China Cabinets
 - Large Appliances
 - Large Dressers
 - Piano/Organs
 - Sofas
- Make measurements of all doors and hallways in your new home. Note stairs that have several flights with landings where large pieces may be hard to maneuver.
 - Measure sofas, large chairs and dining tables to ensure furniture will fit through narrow doors, halls, or stairways.
 - Be prepared to remove a window to move in large bedroom furniture, such as a king size bed. If necessary, arrange in advance for a hoist.
 - You may want to disassemble shelving units when packing. (Don't bother if space is not a constraint.)



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Packing It Up Continued

3. Moving Special Items

Many of your possessions may require special care when moving. Use the guidelines that follow as needed:

Electronic Equipment

- If possible, pack items in the original cartons. If not, pack each item individually.
- Unplug all TV sets 24 hours in advance so they will be at room temperature the day of the move. Moving a set in which heat is retained could cause internal damage.
- In hot or cold weather, allow equipment to return to room temperature before turning it on. Be sure TV warms to room temperature before turning the set on: Suggestion—wait 24 hours.
- When moving a personal computer, “park” the hard disk using the program often included on the diagnostics diskette. To protect a floppy disk drive, insert an old or blank disk and close the drive. Back-up important diskettes.
- When moving a stereo, fasten down the tone arm, tighten turntable screws, and secure the dust cover. Code wiring with tape for easier reinstallation.
- When moving a compact disc player, check instructions to secure the laser. Heat can warp the compact discs, so don’t move them in a vehicle which may get too hot.
- For all electronic equipment, be sure to check your Owner’s Manual for special moving instructions.
- Most professional movers do not pay for repair or replacement of electronic equipment such as stereos, VCRs, CD players, computers...unless physical damage to the item or the item’s carton has been noted upon delivery.

Records

- Pack records vertically, in small cartons to keep weight down.
- You may separate albums with corrugated paper or cardboard dividers to cushion them.

Plants

- On short trips, you can move most plants yourself by placing them in an open box on the floor of your car. During long distance moves, plants may get crushed or become wilted. So why not give them to neighbors as “goodbye” gifts!
- If you are moving to another state, federal or state laws may affect plants to be quarantined and/or inspected to be certified that they are pest-free.



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Packing It Up Continued

- Professional moving companies usually will move houseplants within the same state and within 150 miles. Moving personnel won't necessarily water your plants during the move or take special care of them, so be sure to ask on long distance moves.
- Most indoor houseplants cannot survive temperatures below 30 degrees or higher than 100 degrees for more than an hour. If you are moving during the winter over long distances, pack plants in boxes and move in a heated vehicle. Do not leave in an unheated car or moving van overnight.
- Make sure plants are moist when they are packed for moving. Plants can usually survive for about ten days without water.

Moving Breakable Items

- You are going to need plenty of wrapping paper. Many people save and use old newspapers.
- Wine boxes are excellent packing boxes for glasses and other breakable items due to their sturdiness.

Packing The Kitchen

Packing is much more convenient and less tiring when you have a large work area. Consider clearing the kitchen table, placing a towel down to protect the finish, and do your packing on the table.

Keep in mind that when you are packing fragile items you should plan to pack the heaviest objects toward the bottom of the box and the more delicate items closer to the top. (Line the bottom of the box with several layers of newspaper for additional cushioning.)



Packing Small Kitchen Appliances

It's best to pack your small kitchen appliances (toaster, can opener, coffee maker, blender, etc.) together in one or two boxes (or more if necessary) rather than in other boxes with other goods.

When all appliances have been packed in a box, or boxes, if there are small spaces that are empty, wad-up some packing paper and fill in the spaces. However, if you have a lot of space left over then you should pack some other kitchen items in the box in order to fill it up and not waste the space.



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Packing It Up Continued

More Kitchen Packing Tips

BOXED FOODS (CEREALS, ETC.): No need to wrap such items in packing paper. If your shipment is going into storage then you should dispose of boxed foods. These items can attract rodents and insects.

SPICES: Make sure all cans are closed and won't leak. If in doubt, seal them with tape.

CANISTER SETS: Contents may be left in canister sets, but you may want to seal them with tape.

Packing Tall Table Lamps

When packing tall lamps it may be difficult finding a box large enough to accommodate the lamp. If you can't find such a box, you can purchase dish pack boxes from a professional mover.

- Remove lamp shade and bulb, wrapping cord around base of lamp.
- Line the bottom of the box with wadded-up newspaper, towels or sheets. This will ensure extra cushioning and protection for the lamp.

If you have several tall table lamps, place them in the box so that the base of one lamp is next to the top of the next lamp. This will make them fit better in the box.

When all lamps are packed in the carton, fill the box with plenty of wadded-up packing paper. Be sure to mark "FRAGILE" and "LAMPS" in large, clear letters on all sides of the box.

Lamp Shades

Lamp shades, where possible, should be nested so that you can get two or three in a box. Use CLEAN packing paper (do not use newspaper) as protective linings between each shade.



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Packing It Up Continued

Do NOT pack anything else with lamp shades.

Be sure to mark on all sides of the box in large, bold letters “FRAGILE”, “LAMP SHADES” with your marker.

Packing Pictures

Small pictures can be wrapped and stood up in normal packing boxes with other items.

Many pictures, however, that are just a little too large to fit in regular boxes can be packed in a self-designed box.

- Select a box that is larger than your picture when open at both ends.
- Open the bottom of the box and then flatten. Seal one of the open sides with your tape.
- Lay your picture face down on several sheets of newspaper. (The newspaper should be spread out to about twice the size as the picture itself.)
- Wrap the picture similar to wrapping a present. Bring one side of the packing paper around the picture so that it will cover most of the back of the picture. Then bring the second side of the paper around to cover the back of the picture. Seal with tape. Fold up both ends of the paper and bring over the back of the picture. Seal with tape. Turn picture over and seal the areas where the paper overlaps.
- Slide the picture into the unsealed side of your box, and seal the end with tape.



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Making The Move

Making the Transition to Your New Home a Smooth One

Whether you're moving out of state or around the block, relocating a household is never easy—but it can be fun.

Managing The Move

- To save time and eliminate confusion, draw a floor plan of your new home ahead of time. Sketch in and number your furnishings the way you want them arranged. Tag furniture pieces to correspond to the floor plan so the movers know where to place each piece.
- Be sure to be on hand during packing, pickup and delivery of your belongings. If you cannot be there, ask a friend or relative to be on hand. If utilizing a moving service, the mover should issue you an inventory of all items. Make sure the inventory is correct and legible before you sign it.
- If your friends are helping you move, have as much as possible packed ahead of time and ready to be loaded into the moving truck. Don't expect your friends to pack your belongings. Be sure to have plenty of soda and snacks and send out for takeout food if the work goes into the lunch or dinner hour.
- Keep children and pets out of the way of movers.

Moving Out

- Confirm the arrival time with the moving company.
- Keep important documents and keys handy.
- Make a final inspection to be sure nothing is forgotten.
- Turn off lights; close and lock windows and doors.
- Leave the keys with your real estate agent or landlord.
- Leave your home only after the moving truck is on its way.

In Transit

- Keep important papers and documents with you.
- Make sure you allow enough time to get to your new home before the movers.
- If you are moving over a long distance, keep in touch with the moving company so



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they are able to notify you of any delays they may be having.

- If you drive to your new location and arrive late in the evening, spend the first night at a motel rather than trying to “settle in” when everyone’s tired. Everything will seem much more manageable in the morning.

When You Arrive

- If possible, hire a cleaning service to help you clean the house, either before the movers arrive or after they’ve left.
- Make sure all goods have been removed by the previous owner before you take possession of your new home.
- If you’ve hired a professional mover, make sure you have the payment ready when the truck arrives as specified in the agreement. On interstate moves, if the charges exceed the written estimate, you are responsible for the estimate plus ten percent of the balance when your goods are delivered. Any remaining amount is usually due within 30 days.
- Check your list of contents against the list of what is delivered and inspect all boxes for damage.
- Unless you’ve hired the movers to help unpack, don’t try to unpack everything at once. Sort your boxes so that you only have to unpack what is necessary. This gives you the time to organize your space as you go, instead of being forced to toss things randomly into cupboards and closets.

Moving In

- Meet the movers promptly.
- Supervise placement of boxes and furniture.
- Check circuit breakers or fuse boxes to be sure all power is on.
- Check the pilot on the stove.
- Install or check the batteries on smoke detectors.
- Make sure the telephones are working.
- Install new locks.
- Make an extra set of keys and leave a set with a friend, relative or neighbor.



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Making The Transition

If you're moving to an unfamiliar location, obtain local maps as soon as possible. Contact the local Chamber of Commerce for information on shopping, dining and services in your new area. Contact your town's Department of Parks and Recreation for information on playground and community recreational activities.

Change your address on your driver's license or get a new license and get your car registered if you move to a new state.

Make it a point to get to know your new community. Get library cards and find out about community-sponsored activities. Subscribe to the local paper so that you get a feel for your new community.

If you're fortunate, your new neighbors will welcome you. If they don't, spend some time outside so they have the opportunity to approach you—or introduce yourself. Talk to the postal carriers and let them know where you're from and who the members of your family are. Postal carriers often will let your neighbors know.

If your children are moving to a new school, try to find some time to volunteer for school activities. This will help you get to know the school and help you understand any problems your children experience as they get oriented to their new school.

Moving With Children

Moving can be stressful. Be sure to monitor the effects of the move on your family; children and adolescents rarely relish change. Your attitude about the move and your willingness to let your children share in the experience will influence their feelings about the transition. Try the following to make the move as anxiety-free as possible for everyone:



Talk to your children about the move, and encourage them to express their feelings. Acknowledge their feelings about losing a friend and encourage your children to exchange addresses and phone numbers with their friends. A few long distance calls won't break the bank and will help your children make the transition easier. If your children are having trouble with the move, give them extra attention and don't become impatient. Let them call their old friends and if possible, arrange for them to visit them.



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- Sending preschoolers to a sitter or relative during the move may make it easier for you, but it could produce anxiety for the children. Try to involve children in packing and make sure that some of their belongings are with them on the trip.
- When leaving your previous home, empty the children's rooms last, and restructure their rooms first when you've arrived at your new home. This helps them adjust psychologically.
- Encourage your children to look up facts on your new location at the library, or let them help you plot the most convenient route on a map. If you're moving only a short distance, let them examine the new house and neighborhood before you move.
- Don't think you have to postpone your move until summer vacation. Some experts believe that summer is the worst time to move children because they have to wait until school starts again to get involved socially. However, if your children aren't doing well in school, it may be advisable to let them finish out the school year in familiar surroundings.

Moving With Pets

- Take pets to the veterinarian. Most states require health certificates and rabies inoculations.
- Most states have laws regarding the entry of animals. Hawaii, for example, requires that cats and dogs be quarantined for 120 days. Although most states do not quarantine, be sure to check on what is required.
- Border inspections of all animals being transported are conducted by some states, while others have random inspections. Be prepared to have current certificates for dogs and up-to-date rabies inoculations for dogs and cats.
- Make your pet feel at home by putting out its favorite toys, food dishes, blankets, etc. Don't allow your pet outdoors unleashed as they could become disoriented or be unable to find their way home.



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Arranging Services and Utilities

Utilize Our Phonebook on Pages 7-9

Be sure to call at least two weeks ahead to set up basic services for your home.
Keep yourself organized by recording important information to follow.

GAS/ELECTRIC:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____

TRASH COLLECTION:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____

TELEPHONE:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____

WATER:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____

CABLE TV:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____

NEWSPAPER:

Date Called : _____
Company Name : _____
Phone # : _____
Contact Person : _____
Date new service begins : _____



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Checklist For Success

TWO MONTHS BEFORE

- () Collect cartons, gather moving supplies.
- () Select mover and go over all details of the move.
- () Begin packing unnecessary items.
- () Have a yard sale or donate items to a charity.
- () Plan menus to use up food in the cupboards.
- () Contact IRS or your accountant regarding tax deductible expenses.

ONE MONTH BEFORE

- () Begin packing.
- () Notify post office of change of address.
- () Notify utility companies of changes or disconnections.
- () Notify newspaper of address change or discontinuation.
- () Collect and keep important papers handy (medical, etc.)
- () Save moving receipts
- () Make any reservations for lodging.
- () List important new phone numbers.
- () If employer helps pay moving expenses, confirm what preparations, if any, you will need to make.
- () Decide what goes with you, what to sell and what to give away. Hold a garage sale.
- () Finalize arrangements with your moving company, or make reservations if you're renting a truck.
- () Call friends and relatives to let them know when and where you're moving (and to recruit moving day help!).

TWO WEEKS BEFORE

- () Clear up outstanding accounts.
- () Transfer checking and savings accounts and contents of safe deposit box.
- () Cancel any direct deposit or automatic payment arrangements on bank accounts that will be closed.
- () Arrange for telephone service in your new home.
- () Arrange for pet travel.
- () Return/retrieve borrowed items.
- () Service your car, especially if traveling a distance.
- () Dispose of flammable liquids such as spray paints, aerosols, solvents, and thinners and gas in the yard equipment such as lawn mowers.
- () Renew or transfer prescriptions.
- () If shipping a car, empty gas tank to less than 1/4 of a tank by move day.

WEEK OF MOVE

- () Transfer or close bank account.
- () Defrost refrigerator.
- () Tag furniture to identify its location in the new home.
- () Prepare "survival" package so the family can get along if the moving company is late.

DAY BEFORE MOVE

- () Set aside moving materials, like tape measure, pocket knife, rope, etc.
- () Pick up rental truck.
- () Check oil and gas in your car.
- () Get a good night's rest.

AFTER MOVE

- () Mail that has been forwarded from your old address will have a yellow address label on it. Notify the sender of your new address.
- () Register to vote. Call your local board of elections for specific registration information. Ask them how to notify your previous voting district of your change of address.
- () If you have moved into a different state, contact the Department of Motor Vehicles to exchange your driver's license. Ask whether you will be required to take a test.
- () Call Sanitation Department in your new town to find out which day trash is collected. Ask whether your community has recycling programs.
- () Call your Chamber of Commerce for information on:
 - Newspapers
 - Schools
 - Cultural events and community activities
 - Libraries and parks
 - Emergency calling services, such as 911
- () Provide your new doctor and dentist with your medical history. You may have to request your file from your previous doctor/dentist.
- () Scout your new neighborhood for shopping areas.
- () Seek out new service providers (bank, cleaners, veterinarian, etc.)
- () Locate hospital, police and fire stations near your home.



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