

## Moving "To Do" List

The checklist below covers many of the tasks you may need to do before you move, depending on how far you'll be moving.

### Utilities

- Notify providers of cut-off dates and give forwarding address.
- Arrange start-up dates so everything will be working when you arrive.

### Banks

- Close old accounts and give forwarding address.
- Open new accounts.

### Insurance

- Notify homeowner's agent, discuss changing needs.
- Notify auto insurance agent, discuss changing needs.

### Medical records

- Obtain records from doctor(s), dentist, optometrist, and veterinarian.

### Delivery services

- Discontinue home delivery of newspapers, milk, etc.
- Arrange for start-up at new address.

### Change of address

Update your address online at the U.S. Postal Service's website at <https://moversguide.usps.com> or fill out a forwarding address form at the Post Office. Send change-of-address forms to:

- Family and friends
- Magazines (give them four to six weeks notice)
- Credit card companies
- Pension funds and investment firms
- Professionals such as your lawyer, accountant, and realtor
- The IRS, Social Security office, and government or military pension offices
- Your workplace, schools, and alma mater
- Associations and clubs
- Voter registration office
- Motor vehicle bureau

### **Other tips**

Keep careful records and receipts of all moving expenses. If your move is related to the start of work at a new location, expenses may be tax deductible. Contact the IRS or a tax professional for details.

On moving day, carry the following items with you.

- The phone number of the moving company
- Cash or traveler's checks
- Papers related to the sale of your home
- Your insurance policies and agent's phone number
- Your current phone book
- Medications
- Enough clothing to get by if the movers are late
- A box of any important or valuable items, e.g., legal documents, medical records, family photo album, and jewelry.
- Back-up copies of computer files.
- Sheets, towels, and personal hygiene items for the first night in your new home.

When you arrive at your new home, you're sure to be busy unpacking and arranging for all the new services you'll need. Don't forget to register to vote, apply for a new driver's license and get the kids enrolled in school. Before you know it, you'll feel right at home.

Source: Federal Citizen Information Center

([http://www.pueblo.gsa.gov/cic\\_text/housing/yourhome/home.htm#move](http://www.pueblo.gsa.gov/cic_text/housing/yourhome/home.htm#move))