

Moving 101

Sounds crazy, but look at moving yourself as a great opportunity to go through everything, decluttering and starting your NEW life organized as can be!

Read through before starting!

Moving is the ultimate organizing challenge! You've got 2 choices. You can be completely stressed and frazzled and your life can be chaotic or you can use this guideline to make your move as smooth as possible. It's time to start packing now and declutter as you go. **You don't want to be one of the people that take the time and energy to pack and unpack and pay movers to move the 15% of stuff that gets tossed or donated after the move, do you?**

Decisions

Where to put the packed boxes?

If you can, choose one room and/or garage to store them. If there are boxes in every room of the house, it won't show as well.

Moving yourself or use movers?

Reserve the truck and/or movers. If using professional movers, request a list of items that they are not allowed to move.

What You'll Need

- **Packing tape** - at least 4 rolls of packing tape and definitely a good tape gun
- **Colored duct tape** - you'll put a 2" piece on each box using different colors for each room
- **Packing paper** - blank packing paper that can be bought from U-Haul or hardware store. Get two boxes for an average size four-bedroom home. Regular newspaper will get ink on everything within 5 minutes.
- **Boxes** - Purchase boxes from Sams, U-Haul, Craigslist, or local storage facility. An average 4 bedroom home will use 100-140 boxes. Remember to pack heavier items in smaller boxes. Note that purchased boxes stack really well because of same size.
- **Black and white trash bags** - black for trash and white for donations

Before Packing

- Stop buying freezer items and start using what you have.
- As you pack and also when you get your mail, start making a list of places that need to be notified of your address change.
- Once you've picked out the new house, get measurements of rooms and draw out a floor plan for each room. Measure your current furniture before putting it onto the floor plan. This is the fun part of moving!

Packing

- Remember, you only want to keep what you use or love!
- Start packing everything you can live without for 6 months. Write general contents of each box on the top. Use regular packing tape to close the box and just put a 2-inch swatch of the colored tape for that certain room on 2 opposite corners. This is so you and the movers can tell which room it goes in.
- While packing, note any items needing repair.
- Contact contractors to make any necessary repairs for current home.
- Pack each box full – use paper or a towel to complete it – especially corners. Otherwise, if a corner collapses, it can drop a whole stack of boxes
- Wash and pack curtains that can be taken down prior to moving.
- Make signs for the movers to be taped on each door letting them know which colored tape boxes go in each room. We also recommend placing a sign in the room in one of the corners letting the movers know where to stack the boxes. Then, you're able to tell them exactly where to place the furniture.

Take Note

- VERY IMPORTANT: Before the movers leave, be sure they have the furniture placed correctly and all the boxes for each room should be stacked in one corner area.

Items to go in personal car:

- Basic cleaning supplies
- IMPORTANT 1st NIGHT boxes: toilet paper, soap, shampoo, towels, toothbrushes/toothpaste, hair dryer, make up, eye contact supplies, bedding, coffee and pot, paper plates, and snack foods
- Signs for the new home as described above – plus tape
- Jewelry, or anything of great value, and any items movers cannot haul
- Your vital papers and safety deposit box contents

New home prep:

- Contact contractors and make any necessary appointments for new home
- Purchase plastic adhesive carpet cover at home improvement store (if movers don't supply) – great to have down for move in day

It's getting close!

- Schedule disconnection of all utilities for the day after you leave the old house
- Schedule connection of all utilities for the day before you arrive at the new house
- If moving in or out of an apartment, arrange for use of the elevator
- Refill any prescriptions that are almost empty
- Return any borrowed items, such as library books
- Withdraw children from schools
- Complete change of address for post office and go to www.1stopmove.com for all other address changes

- Pick up any dry cleaning
- Close safety deposit box
- Drain power equipment of oil and gas. Drain water hoses
- Defrost refrigerator and freezer
- Register children in new schools

At the new home:

- Put signs up that direct the movers to appropriate rooms
- VERY IMPORTANT: Before the movers leave, be sure they have the furniture placed correctly and all the boxes for each room should be stacked in one corner area.
- Remind children to not unpack anything until the movers have left
- Take a hot shower and get some sleep
- Start the next day with your normal routine. Coffee, shower, breakfast, whatever the norm
- Get washer and dryer hooked up and begin unpacking
- Take time to rest and eat right each day

****** Key to being organized right from the start! ******

- Unpack one box at a time putting away each item. Keep a list of any organizing supplies you may need. Write down the measurements of the space along with which closet or area it's for.
- Do not open another box until all items are in their new home, the box is broken down, and the paper is the recycle box. (Give each person helping unpack - their own recycle box.)

After move in:

- Call vehicle insurance carrier
 - Register vehicles
- Change drivers' licenses