



Moving Checklist



Two Months Before

- Sort and purge**
Go through every room of your house and decide what you'd like to keep and what you can get rid of. Think about whether any items will require special packing or extra insurance coverage.
- Movers**
Start investigating moving company options. Do not rely on a quote over the phone; request an on-site estimate. Get an estimate in writing from each company. If you are moving yourself reserve the rental truck. The end and beginning of each month is the busiest time for the car and truck rental companies.
- Create a moving binder**
Use this binder to keep track of everything—all your estimates, your receipts, and an inventory of all the items you're moving.
- Organize school records**
Go to your children's school and arrange for their records to be transferred to their new school district.
- Have a garage sale**

Six Weeks Before

- Order supplies**
Order boxes and other supplies such as tape, Bubble Wrap, and permanent markers. Don't forget to order specialty containers, such as dish barrels or wardrobe boxes. (Uhaul and Staples have these supplies)
- Use it or lose it**
Start using up things that you don't want to move, like frozen or perishable foods and cleaning supplies.
- Take measurements**
Check room dimensions at your new home, if possible, and make sure larger pieces of furniture will fit through the door.
- Choose your mover and confirm the arrangements**
Select a company and get written confirmation of your moving date, costs, and other details.



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One Month Before

- Begin packing**
Start packing the things that you use most infrequently, such as the waffle iron and croquet set. While packing, note items of special value that might require additional insurance from your moving company. Make sure to declare, in writing, any items valued over \$100 per pound, such as a computer.
- Label**
Clearly label and number each box with its contents and the room it's destined for. This will help you to keep an inventory of your belongings. Pack and label "essentials" boxes of items you'll need right away.
- Separate valuables**
Add items such as jewelry and important files to a safe box that you'll personally transport to your new home. Make sure to put the mover's estimate in this box. You'll need it for reference on moving day.
- Do a change of address**
Go to your local post office and fill out a change-of-address form, or do it online at www.canadapost.ca But in case there are stragglers, it's always wise to ask a close neighbour to look out for mail after you've moved. Check in with him or her two weeks after the move, and again two weeks after that.
- Notify important parties**
Alert the following of your move: banks, brokerage firms, your employer's human resources department, magazine and newspapers you subscribe to, and credit card, insurance, and utility companies.
- Transfer MSP (medical services plan)**
Arrange for medical records to be sent to any new health-care providers or obtain copies of them yourself. Ask for referrals.
- Make arrangements to transfer utilities, telecommunications and cable transfer**





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Two Weeks Before

- Arrange to be off from work on moving day**
Notify your office that you plan to supervise the move and therefore need the day off.
- Tune up**
Take your car to a garage, and ask the mechanic to consider what services might be needed if you're moving to a new climate.
- Clean out your safe-deposit box**
If you'll be changing banks, remove the contents of your safe-deposit box and put them in the safe box that you'll take with you on moving day.
- Contact the moving company**
Reconfirm the arrangements.

One Week Before

- Refill prescriptions**
Stock up on prescriptions you'll need during the next couple of weeks.
- Pack your suitcases**
Aim to finish your general packing a few days before your moving date. Then pack suitcases for everyone in the family with enough clothes to wear for a few days.

A Few Days Before

- Defrost the freezer**
If your refrigerator is moving with you, make sure to empty, clean, and defrost it at least 24 hours before moving day.
- Double-check the details**
Reconfirm the moving company's arrival time and other specifics and make sure you have prepared exact, written directions to your new home for the staff. Include contact information, such as your cell phone number. If you have a GPS program the new address.
- Plan for the payment**
If you haven't already arranged to pay your mover with a credit card, get a money order, cashier's check, or cash for payment and tip. Don't forget that refreshments are always appreciated.



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A Few Days Before Continued

- Strata**
If you are moving into strata make sure you contact the property manager to reserve the elevator and pay any moving in fees
- Have your new home ready for delivery prior to the trucks arrival**
- Do a final review of your cupboards, storage and garage**

Moving Day

- Verify**
Make sure that the moving truck that shows up is from the company you hired: Scams are not unheard-of.
- **Take inventory**
Before the movers leave, sign the bill of lading/inventory list and keep a copy.

Remember items packed last will be offloaded first

Relax and breathe

Treat yourself to a spa or something you enjoy after to relax

Thanks again for your business

Dana Panchyshyn and Earle MacDonald
www.northshore4sale.com
604-722-3262



Helpful Phone Numbers

Home Start Foundation www.homestart.ca **604-708-9556**

HomeStart Foundation is a non-profit Christian humanitarian organization helping people re-establish a home. Working in partnership with over 70 member agencies, we give donated home furnishings to people in need.

Union Gospel Mission

Union Gospel Mission Thrift Store, 671 E Hastings St. Vancouver, **604-254-8721**

Demonstrating the love of Christ, Union Gospel Mission is determined to transform communities by overcoming poverty, homelessness, and addiction- one life at a time.

Families In Need

1679 Gilmore Ave, Burnaby, B.C., **604-294-3087**

www.helpingfamiliesinneed.org

Junk removal: **Billy 604-600-5448**

We are a small group of dedicated volunteers who pick up and distribute used household items to women in transition, single moms and dads on income assistance, new immigrant families, refugees and needy families in our community. We work with over 85 community, government and charitable organizations to directly help more than 1,300 families each year.

Developmental Disabilities

<http://www.develop.bc.ca/about-our-donation-programs/>

info@develop.bc.ca

604-273-9778

Developmental Disabilities Association is a community living agency that provides over 50 community-based programs and services to children and adults with developmental disabilities and their families in Vancouver and Richmond. We create extended networks of support, invest in individual needs, and strive for an inclusive and safe community. Over 1,600 individuals and families in the Vancouver and Richmond area are serviced by the Developmental Disabilities Association every year.

Habitat For Humanity

7977 Enterprise St.

Burnaby, BC V5A 1V5

604-681-5618

Habitat for Humanity's mission is to mobilize volunteers and community partners in building affordable housing and promoting homeownership as a means to breaking the cycle of poverty. Our vision is of a world where everyone has a safe and decent place to live. The Restore locations are a win/win for many organizations who don't want to see products go unused or end up in a landfill.

SPCA

Pemberton-Avenue, North Vancouver, B.C. **604-983-9522**

Salvation Army

www.northshoresalvationarmy.com/donate/ways-to-donate.html

105 West 12th St. North Vancouver, **(604)-988-7225**

1451 Fell Ave North Vancouver, **(604) 929-9400**, **(604) 929-9400**

241 Lonsdale Ave, **(604) 980-4413**

Mattresses

<http://www.greencoastrubbish.com/tag/north-vancouver-mattress-recycling/>

506 Brand St

North Vancouver, BC

(604) 230-4530

Refuse P/U and Recycling

1-800- Got Junk

1-800- Rid-Of-It

www.greencoastrubbish.com

Uhaul

<http://www.uhaul.com/>

1-800-789-3638

Refuse, Recycling and Dumping

North Shore Transfer Station

30 Riverside Drive, North Vancouver, B.C.

604-929-4725

Hours of Operation

Mon-Fri

Nov 1 – Mar 28 8 am – 5 pm

Mar 31 to Oct 31 – 8 am – 9 pm

Sat & Sun 8am – 6 pm

Closed Christmas day and New Years

Please note that most charities can not pick up your furniture. You must transport items to them.

Urban Repurpose www.urbanrepurpose.ca

Urban Repurpose is a non-profit organization. Our charitable goal is the diversion and reuse of waste materials from demolition and deconstruction.

Urban Repurpose 440 Brooksbank Ave
North Vancouver, BC **(604) 990-5576**

