




IDEAL MOVING CHECKLIST

 469-396-5866

“Knowledge is Power”

4 Weeks Before

- Contact Super Dave Moving for a free survey & lets customize the perfect game plan for your schedule & wallet**
- Receive our personalized “to do list” for your specific move
- File a change of address form with the post office
- Inform institutions & subscriptions of address change
- Retrieve medicals records
- What items will be sold, discarded, or donated?
- Gather packing supplies & inform neighbors of the move

3 Weeks Before

- “Helpful for move-in day”: Predetermine placement of furnishings or new home
- Make moving arrangements for specified specialty items
- Check homeowners policy to see what is covered for a move by insurer & transfer insurance
- Host a garage sale or donate items
- Start to clean out closets, garages, sheds, & attics

2 Weeks Before

- Contact the personnel listed by your moving coordinator about any reservations or permits that must be confirmed**
- Notify us if your move has changed (dates, # of items, additional stops, etc)**
- Arrange for servicing of all appliances (both locations)
- Safely dispose of flammable items (will be given a detailed list by us)
- Arrange travel plans to new destination
- Discontinue regular services (delivery, trash, lawn service, etc)
- Make a “survival closet” of things needed for the final clean-up & include snacks for the last day

1 Week Before

- We will contact you to confirm your move date**
- Payment process will be detailed again to you**
- Double check that our crew has clear access on move day**
- Determine if packing services are necessary (call us immediately to arrange last-minute services)**
- Notify local utilities to have service turned on/off as needed
- Transfer bank accounts & make sure change of address forms have been mailed in
- Determine which items must stay with you. Pack & set them aside in a designated/labeled area
- Slowly eat down all food
- Use or dispose of all frozen foods
- If packing & cleaning yourself, refer back to our packing & cleaning checklist & requirements

- Arrange for refunds that are due
- Schedule for connections for new residence

2 Days Before

- Your personal moving coordinator will contact you to reconfirm the move date & start time. He/she will review any and all last-minute details. You will also have the opportunity to discuss any questions or doubts you might have about the move that can easily be addressed or resolved with proper communication.
- Read through the official SUPER DAVE MOVING pre-move email to ensure that you are well aware of everything that will take place when the movers arrive. Call if you have any questions.
- Reread the “items that we cannot transport” list to ensure the safety of your items and the movers in transit

1 Day Before

- Make sure your paperwork is completed for your new residence so that way the movers can immediately work when they arrive to the location
- Set aside personal items & necessities that movers should not move (clothing, medicine, paperwork, etc)
- ensure all breakables have been removed from drawers & packed properly
- If arranged packing service, confirm with your coordinator that packing was completed & signed off
- If packed yourself, confirm with your coordinator that packing was completed & ready for move day

Moving Out

- Create a safe path for movers to navigate by clearing your driveway
- Make it clear to the movers of your “Do Not Move” essential items that are in a designated/ labeled area
- If you are not present on moving out day, make sure the driver or crew leader has the name & number of the person you have designated to oversee the process
- Once everything is loaded, be sure to do one more walkthrough around the house

Moving In

- Create a safe path for movers to navigate by clearing your driveway
- If you are not present on moving in day, make sure the driver or crew leader has the name & number of the person you have designated to oversee the process
- If possible, arrive to your new home a day early to check that utilities are connected
- Plan the placement of major items in/around your home
- Tips appreciated for a job well done. **Fun fact- 26 ft truck can hold up to 10,000 lbs**



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