



## SMOOTH MOVERS MOVING CHECKLIST

### PRE-MOVE

1. Take inventory of everything that is being planned to move. Categorize by room.
2. Acquire boxes for items that need to be packed. \*Ask grocery and liquor stores for used boxes rather than buying new boxes.
3. Create a Label System that is easily understood for the moving crew. Ex: Label boxes "Room 1" for the Master bedroom, "Room 2" for guest bedroom, etc.
4. Pack all miscellaneous items into boxes or tubs. Pack heavier items on the bottom and lighter on top.
5. Remove clothing from drawers of dressers and pack into boxes or tubs. This will make moving heavy dressers and furniture much easier.
6. When packing heavier items (books, dishes, etc.), please do not pack into large boxes. It's easier to move multiple smaller boxes than one heavy box.
7. Bubble wrap fragile belongings (TV, mirrors, art, lamps. etc) and pack into boxes, if possible. Make sure to use wrapping paper in boxes for added protection.
8. Rent or buy moving pads/blankets beforehand. Wrap any furniture you would like protected. Use bubble wrap on any furniture that has glass. Use shrink-wrap to wrap around the pads and bubble wrap to keep in place.
9. Once you are finished packing and wrapping, if possible, move boxes to the closest exit of the house. This will help speed up the loading process for the movers.
10. Load your own vehicle with valuables or expensive items that you can easily move yourself.

### MOVING DAY

1. Label each room of the new location corresponding to the labels on the boxes that were packed.
2. Please ensure that children and pets are out of harms way.
3. Move carpets and rugs that may be a tripping hazard for the movers.
4. Please park personal vehicles out of the driveway. Please do not park in the garage, this may be a better entrance for movers.

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