

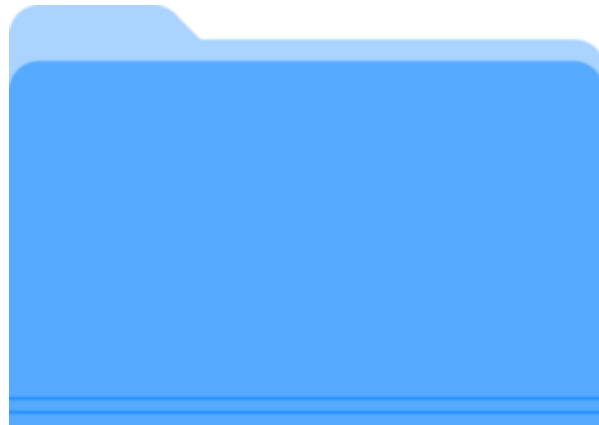
10 Steps to Moving



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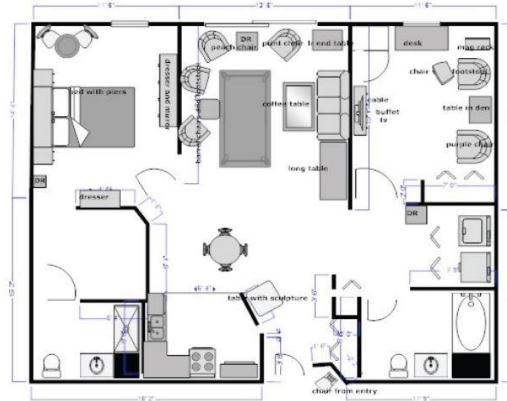


1. Begin to plan, keep all of your information in one place

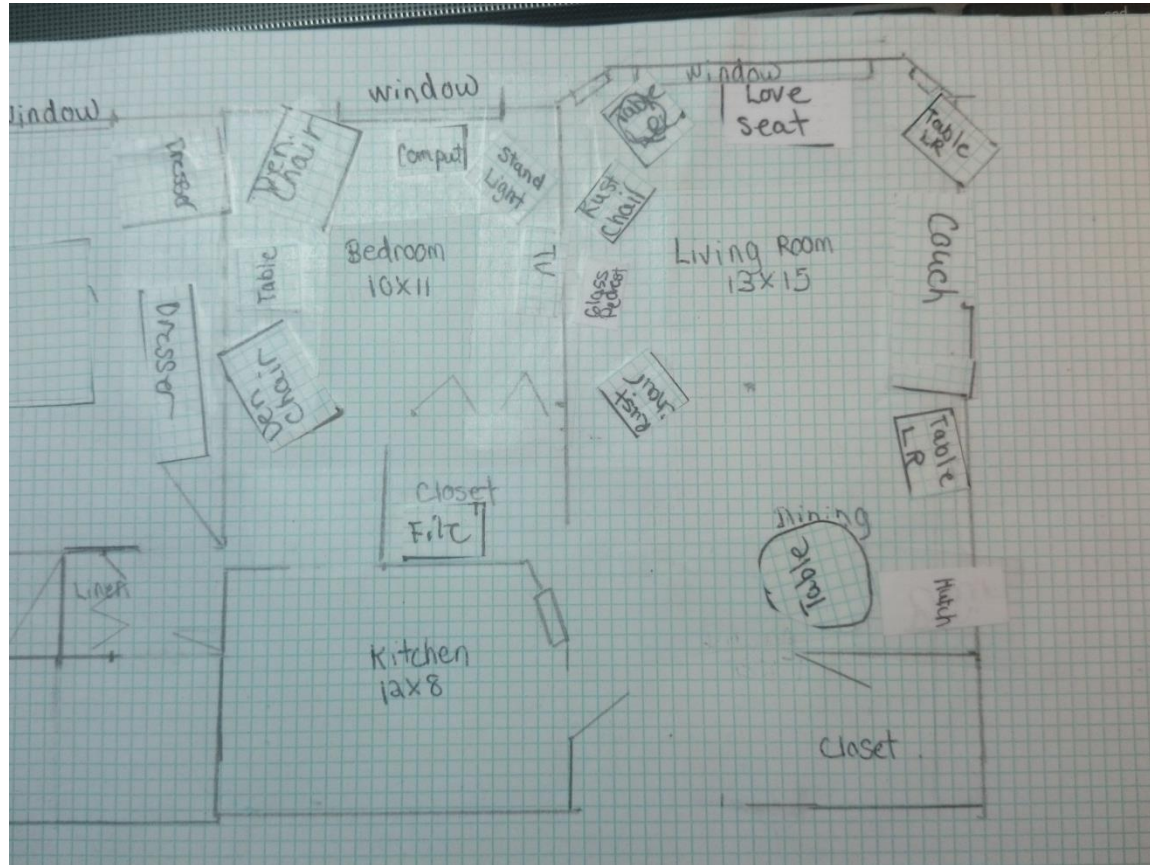


For every minute you spend planning your move.....you save 10 times that when you move!!!!

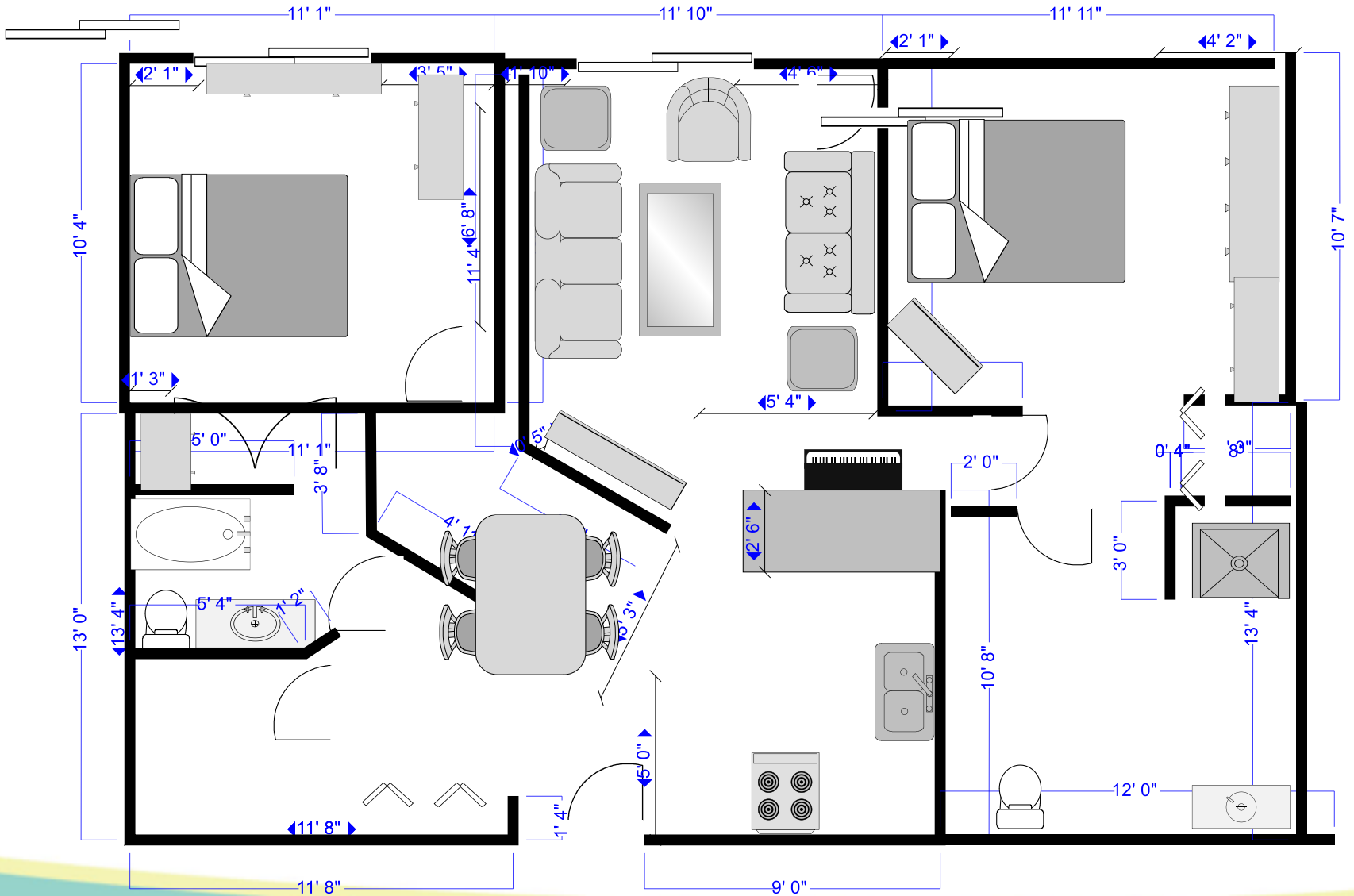
2. Create a Floor Plan for Your New Home



- What can't I live without?
- How much room do I have now?
- How much room will I have?
- Measure each piece of furniture
- Get a floor plan of the new space
- Put your furniture on the floor plan



Floor Plan Very Simple



3. Time to downsize.....no right size!



- Rule of thumb: “ if you are moving to a place half the size of your current home you will only be able to take half of the things you have”
- Set a goal work on one room or closet at a time

Tips for Downsizing

- **Kitchen** take what you realistically use. One of each tool you use. Extra appliances do you still need a toaster and toaster oven, food processor. Do you still entertain? How many place settings do you use? Cups and glasses? Food and spices, check dates.
- **Dining Room** frequently room for one table, kitchen or dining.
- **Closets** always need help, what do you really wear? If you haven't worn it in two years, find a new home for it!
- **Bathrooms** clean out things you don't use, or are past expiration date

Tips for Downsizing

- **Linen Closet**, how many towels do you need, sets of sheets?
- **Living room and bedrooms** do you really use all of the furniture?
- **Office** items and paper, throw away papers you do not need? Are your printer, computer laptop up to date, do you use them, could you use a laptop or table instead?
- **Holiday items** can you consolidate choose your favorites?
- **Don't forget the garage and basement**

Put together an action plan to
“find homes” for the things you will not take with you

- What will you gift, and to who?
- What will you sell?
- What will you donate?
- What will you throw?



4. Call in the troops!

- Mover
- Help to make your move
- Cable TV
- Internet
- Electric
- Gas
- Phone
- Schedule donation pickups
- Notify Post Office



5. Start a Room by Room or Area

To-Do List – take pictures if you want to set up an area the same way

- ✓ Outside
- ✓ Front Hall Closet
- ✓ Kitchen
- ✓ Dining Room
- ✓ Living Room
- ✓ Bedroom 1
- ✓ Bedroom 2
- ✓ Den
- ✓ Laundry Room
- ✓ Bathroom
- ✓ Basement



6. Gather your tools

- ✓ Boxes
- ✓ Packing Paper
- ✓ Rolls of tape
- ✓ 2 Markers
- ✓ Small baggies
- ✓ Scissors
- ✓ Zip ties
- ✓ Door stop
- ✓ Blue tape
- ✓ Box cutter
- ✓ Garbage Bags
- ✓ Fragile Stickers



7. Pack, label and organize areas

Tips:

You can never use too much packing paper

Use extra tape on fragile boxes and heavy boxes

Label each box with the room it is going to and indicate general contents

Use brightly colored fragile stickers on top and side of box

Stack boxes along the wall, never higher than three

8. Choose the right size box



- ✓ Small –breakables, heavy items, books, picture albums, personal items, framed pictures
- ✓ Medium – kitchen items, CD's, knick-knacks, bedroom
- ✓ Large – lampshades, computers, pillows
- ✓ Garbage Bags – bedding, comforters
- ✓ Wardrobe – hanging clothes and shoes(movers will bring, make sure to request in advance)
- ✓ Picture Boxes- movers will bring, make sure to request in advance
- ✓ Coolers– refrigerated and frozen food

9. Night before the mover arrive make sure.....



- ✓ Boxes clearly marked and out of the way
- ✓ First open box is kept separate from all the other boxes
- ✓ Keys
- ✓ Important documents and phone numbers
- ✓ Medicine
- ✓ Coffeemaker/teapot
- ✓ Coffee/tea
- ✓ Dishes for one or two
- ✓ Alarm clock
- ✓ Toilet paper
- ✓ Kleenex
- ✓ Toweling
- ✓ Toiletries
- ✓ Flashlight
- ✓ Screwdriver

10. Moving Day

- ✓ Wardrobe Boxes- shoes, purses in the bottom, hang clothes on rod
- ✓ Picture Boxes-pictures can be put in individual boxes, or cardboard between each picture
- ✓ Remove nails, picture hangers put in plastic baggie along with any parts from furniture
- ✓ Make sure you have the address and instructions for the movers when they arrive at your new home. Find out in advance what types of payment they accept. Usually only cash or credit cards are accepted.



Happy New Home from
Changing Lifestyle Solutions!

