



Packaging TIPS

- Ø Keep boxes to 50 lbs or less. Put heavy items in small boxes and light items in big boxes
- Ø Pack non-breakables tightly in smaller boxes, so they're not too heavy.
- Ø Buy clean newsprint to wrap items and bubble wrap for padding
- Ø Pack breakables loosely in with peanut packaging and lots of bubble wrap
- Ø Rent furniture pads (ask moving companies if they come with the rental of the vehicle)
- Ø Mark your boxes by "new" room, so you know exactly where each box goes in your new home for unloading purposes. (color coding works well, i.e. blue sticker for living room, green sticker for master bedroom, etc.)

- Ø Mark in LARGE print "FRAGILE" on all boxes with breakables. Be sure these boxes are stacked on top of the heavier boxes.

Packing the big things

Beds: Tie bed frames together with tape or rope. Then label the pieces so they're easy to reassemble.

Bureaus: Fill drawers with clothes or fragile, well-wrapped items. Cover with a blanket or furniture pads and rope securely.

Tables: Remove legs, pad and tie together. Put nuts and bolts in a bag and tape under tabletop.

Big appliances: Empty, defrost and drain the fridge, freezer and dishwasher. Clean the interiors and put accessories in bags. Stuff towels between washer sides to prevent rotating and tape down moveable parts. Cover with blankets and tie.

Computers, TVs, & Electronics: Use original packaging, or buy electronic-specific boxes.

Packing the small (but still important) things

Small appliances: Put your microwave, VCR, etc. into boxes, and cushion with wadded paper.

Books: Pack them flat in small cartons, alternating bindings. Try to keep each box under 30 lbs.

Clothing: Pack hanging items, including drapes, in wardrobe boxes. Leave small items in drawers.

Collectibles: Wrap fragile items in bubble wrap and tape securely.

CDs: Pack upright and cushion with newspaper.

Kitchenware: Stack pots & pans, and cushion with paper. Put a few of these items in the "open first" box.

Dishes: Never stack them flat. Wrap each piece in bubble wrap. Pack plates & saucers on edge, with cups & bowls placed around them.

Packing the awkward things

Chairs: Wrap arms & legs with bubble wrap. Leave slipcovers on or buy chair bags for protection.

Bicycles: Loosen the handlebars and turn them sideways. Cover chains and pedals to keep grease off other items.

Mirrors, artwork & frames: Wrap small pieces in newsprint and pack in mirror boxes. Cover larger pieces with cardboard, tape securely and stand them along the truck's sides or inside wardrobe boxes.

Lawn furniture: If heavy or bulky, disassemble. Put nuts and bolts in a bag and tie together.

Rugs: Roll up and secure with rope or tape.

Plants: Put in plastic bags with air holes, then in boxes. Water before you leave.

Power and garden tools: Wrap all sharp edges and use plenty of cushioning to prevent injury. Tape long-handled tools together and place small ones in boxes.

Lawn mowers/yard edgers: Empty gasoline from all tanks, and check for oil leaks.

Garage & attic stuff: Use medium-sized boxes for spray paints, brushes, car waxes, etc. Throw away oily rags or anything combustible.

Pets: Always keep them in a pet carrier up front with you. Ask your vet how to make their, and your, move less traumatic.



Moving Checklist

Two months prior to Moving Day

If you will use a mover, get a few estimates from moving companies.

If you will move yourself, get costs from at least two truck rental companies.

Create a floor plan of your new home for furniture and appliance placement.

Make an inventory of your household goods and begin to remove clutter (start with the basement, attic, garage, and other storage areas).

Start a file for all your moving paperwork (estimates, receipts, etc.).

Arrange to transfer school records, if city or state relocation.

Choose a mover (or truck rental company).

Get your new home ready - Contact painters, carpenters, plumbers, roofers etc., so your home is ready when you arrive. Remember to change the locks on all the doors in your new home. Be sure to coordinate with your real estate agent.

Six weeks prior to Moving Day

Obtain and fill out post office change-of-address cards.

Subscribe to the paper in your new hometown to learn more about your new community.

Make arrangements for storage if necessary.

Ask your doctor or health plan provider for referrals, and obtain all medical records, if state relocation.

Have antiques, pieces of art, and other valuables appraised in case of damage during the move.

Clean all closets and drawers.

Start using foods and cleaning supplies that cannot be moved.

Four weeks prior to Moving Day

Schedule disconnection of all utility services at your old home, and connection of them at your new one. Be sure to disconnect the day after you leave and connect the day before you arrive. If you have "last month" deposits with services, such as the telephone company, request your refund.

If you are moving yourself, reserve a rental truck.

If you are packing yourself, obtain packing materials and start packing items you won't need until after you arrive at your new house.

Arrange for cleaning and repair of furniture, drapes, and carpeting.

Arrange for special transportation of your pets and plants if necessary.

Check with your insurance company to see how your possessions are covered during transit.

Make any travel plans necessary for your move, if state relocation.

Check to see if you need any moving permits.

Plan your moving sale. Remember to check with local authorities and/or HOA about restrictions.

Collect your important records -- Gather personal and family records, including medical and dental, veterinary and school records; legal and financial documents; birth certificates, passports and insurance documents. Keep these with you.

Three weeks prior to Moving Day

Properly dispose of items that cannot be moved, such as flammable liquids.

Prepare auto registration for transfer, if state relocation.

If you are moving in or out of an apartment, arrange for reservation of the elevator with the office.

Make child-care arrangements for moving day.

Hold your moving sale.

Two weeks prior to Moving Day

Arrange for disposal of anything not sold at your moving sale.
Service your car in preparation for the move. If you're moving from a warm climate to a cold one, check your antifreeze.
Return any borrowed items (including library books) and retrieve any loaned items.
Cancel newspaper delivery.
Notify any creditors of your move.
Transfer prescriptions and be sure you have an adequate supply of medications on hand.
Assemble a file folder of information to leave for the new owner of your home. (appliances, alarm systems, etc.)
Change your address - One week before your move, send change-of-address cards to everyone who will need to contact you.
Pick up laundry -- Laundry tickets are easy to misplace, so ask for your things by name and not just by the receipts you have.
Pack a travel kit:
Put aside critical items like a checkbook, credit cards, personal phone book, ID, flashlight, keys, toiletries, tools, paper plates, cups, towels, travel alarm clock, aspirin, bandages and games for the kids. Also, pack a suitcase with clothing and other personal items, if state relocation.

One day prior to Moving Day

Transfer your bank accounts, if relocating.
Take animals to vet for immunization, if necessary.
Close and empty your safe-deposit box, if relocating.
Settle any bills with local businesses, if relocating.
Drain power equipment of oil and gas. Drain water hoses.
Find new homes for plants that will not be moved.
Confirm any travel reservations, if state relocation.
Drain your waterbed.
Defrost refrigerator and freezer, propping doors open.
Let movers pack your belongings (unless it's a do-it-yourself move).
Disconnect and prepare major appliances for move.
Set aside anything that will travel in your car so it will not be loaded on the truck.
Pack a box of items that will be needed first at the new house. Clearly mark this box "Load Last."
Obtain cash or traveler's checks for the trip and/or to pay the movers.
Confirm arrival time of your moving van/truck.
If moving yourself, dismantle beds and other large furniture.

Moving Day

If using a mover, be sure someone is at the old house to answer questions.
Count the number of boxes that will be loaded by the mover.
Note all utility meter readings.
Read your bill of lading and inventory carefully before signing. Keep this paperwork in a safe place.

Delivery Day - Again, be on hand to answer any questions.

Check your belongings carefully and note on the inventory paperwork any damaged items. Make sure the same number of boxes counted at the "pick-up" are received.
On an interstate move, be prepared to pay the driver before your possessions are unloaded.
Supervise unloading and unpacking.
Be prepared to pay your mover with cash, certified check, or traveler's checks unless other arrangements have been made in advance.

Moving: How to Move Your Pet Safely



©2002 Whim Whams Illustration Studio

If you and your pet are getting ready to move, follow these recommendations to keep your companion safe on moving day.

- **Plan ahead.** Advance planning will make your move less stressful on you and your pet. Pack over a period of time, and try to maintain your pet's normal routine.
- **Invest in a high-quality, sturdy pet carrier.** If you have a dog or cat that you want to keep safely confined on moving day, get a carrier ahead of time and gradually accustom your pet to spending time in it.
- **Purchase a new ID tag for your pet.** As soon as you know your new address, get a pet ID tag that includes your new address and telephone number(s). (Or obtain some other visible form of pet identification such as a collar with ID information imprinted on it or an identification band that attaches to the collar but does not dangle like a traditional tag.) An up-to-date ID tag is a lost pet's ticket home.
- **Keep your pet secure.** On moving day, place your pet (whether in the carrier or not) in a safe, quiet place, such as the bathroom, so that he or she cannot escape. Place a large sign on the door that says, DO NOT ENTER, and be sure that friends and professional movers are aware that the room is off-limits.
- **Make your car trip safe.** If you're traveling by car and your dog enjoys car travel, you may want to accustom him to a restraining harness. Because most cats aren't comfortable traveling in cars, it's best (for their safety as well as yours) to transport them in a well-ventilated and securely placed carrier. Never leave pets alone in a parked vehicle during warm weather as the temperature rises quickly and can injure or kill them. In any season, a pet in a parked vehicle is vulnerable to being harmed or stolen. Never put an animal in the trunk of a car, the open bed of a pickup truck, or the storage area of a moving van.
- **Talk to your veterinarian.** If your pet doesn't enjoy car rides, consult your veterinarian about behavior modification or medication that might lessen the stress of travel. Depending on your destination, your pet may also need additional vaccinations, medications, and health certificates.
- **Prepare your new home.** Take with you all the familiar and necessary things your pet will need from day one in your new home: food, water, medications, bed, litter box, food and water bowls, and health records. Also have on hand a recent photo of your pet, for use if your pet becomes lost.