

MOVING CHECKLIST

Packing, storage checklist

- Get packing paper, pad for inventory, marking pens.
- Boxes or containers for packing.
- Heavy twine or masking tape.
- Empty gasoline from lawnmowers, outboard motors, etc.
- Remove batteries from toys or appliances.
- Mark cartons clearly as to contents and room to be put in.
- Set aside things you will carry in car in carton marked "Do Not Load."
- Mark clearly cartons you want loaded last, unloaded first.
- Take a telephone book with you.
- Tie or tape mops, brooms, curtain rods in bundles.
- Point out and mark especially fragile or delicate items.
- Carry currency, jewelry and valuable papers yourself.
- Do not overload drawers when packing items in dressers.
- Liquids in bottles should have tops secured.
- Blankets are best moved in large boxes: towels and pillows may be packed in dresser drawers.
- Large mirrors, glass table tops and valuable pictures can be crated.
- Books should be packed on edge in small boxes.
- Carton weight should not exceed 60 pounds.
- All boxes should be tied securely.
- Pack lampshades in boxes by themselves.
- Do not leave shelves loose in refrigerator or stove.
- Small appliances should be wrapped and packed in the bottom of boxes.
- Do not pack cleaning products in same box as food.
- Do not pack heavy articles on top of shoes.
- Place heavy china items at bottom of box; all flat pieces should be placed on edge.
- Small items should be packed in a small box inside a larger one.
- Move clothes in a wardrobe supplied by mover.
- Drapes can be moved in wardrobes too.
- Do not roll mattresses or rugs; leave for mover (special cartons).
- Do not wrap articles of furniture or tie with rope.
- Large power tools should be dismantled for moving.
- Leave furniture in place for movers to move.
- Take down any fixtures fastened to wall.

Storage

- Check rates.
- Will same company move and store?
- Check security measures; conditions of storage area.
- Ensure that you have access to necessary items.