

# **The RUSSBAILIE Team**

## ***Before You Move***

- Obtain estimates from your moving companies*
- Give away, sell and discard any unnecessary belongings*
- Advise post office and complete change of address cards to inform companies and employers of move*
- Obtain school records for new school transfer*
- Check and clear any outstanding taxes on your present property*
- Call your insurance agent and transfer or arrange coverage for your new home*
- Send out all items for cleaning or in need of repair*
- Return those items that were borrowed and collect any items loaned out*
- Dispose of flammable items*
- Arrange for the shutting off of all utilities and the connection of utilities for your new house*
- Try to arrange your telephone cancellation or transfer for the last possible moment on moving day. You can secure your next number far in advance of your move and this can often simplify things later.*
- Clean all drapes, rugs and floors*
- Defrost and clean fridge on day before the move; clean stove*
- Organize work that has to be completed at your new home*
- Obtain appraisals for any items of value in case you need to make an insurance claim from the moving company. Pictures are a great benefit here!*
- Make arrangements to discontinue cleaning services, pool maintenance, window cleaners, snow removers, landscapers, etc.*
- Ensure that adequate insurance for all your household goods is still in place while your goods are in transit or storage*
- Notify financial organizations, insurance companies, medical practitioners, credit card companies, etc. of your move*

- Cancel newspaper subscriptions*
- Change voter's records*
- Arrange to have utilities turned on at new location on moving in day*
- Defrost freezer, clean refrigerator, make carbon bowls to put into each; take several charcoal briquettes, put them into a plastic bowl with a lid, cut holes in the lid, tape the lid around the rim so they won't fall off.*