

# MOVE OUT CHECKLIST

Stay Organized Every Step of the Way.

## 6-8 WEEKS BEFORE

- Take household inventory; decide what will stay and what will go.
- Hiring a moving company? Time to ask around, compare & book.
- Find a storage unit/storage portable container for temp/permanent storage
- Obtain boxes and begin packing. Label for content & destination.
- Collect all household manuals, spare keys, & fobs for return.

## 4-6 WEEKS BEFORE

- Notify BC Hydro, Fortis, home insurance, phone provider, banks, cable, CRA, RCMP(firearms), etc
- If moving on your own, reserve a moving truck/trailer.
- Contact the Canada Post for mail forwarding.
- Keep packing and sorting.
- Moving into a condo; arrange move-in with strata(contact the management company -typically found on meeting minutes and/or AGM minutes)

## 1-3 WEEKS BEFORE

- Pack a box of items you'll need right away at your new home.
- Deep clean major household appliances.
- Disconnect & return any rented equipment (modems).
- Patch small holes, replace burnt-out bulbs & basic clean-up.
- Contact locksmith for move-in day at your new home-change keys/locks

## MOVING DAY

- Do a final walkthrough & document the condition of the place. Turn off heat/ac
- Check cupboards, closets, storage areas & outdoor spaces.
- Lock all doors/windows, close blinds, turn off light and over keys, garage remotes, & fobs.
- Prioritize unpacking essentials, then tackle everything else.

