



Sierra Self Storage

530-346-7256

Your Personal "Moving Yourself" Checklist

Six Weeks Before Moving:

- Make an **inventory** of everything to be moved. Photos are a good idea
- Collect everything not to be moved for **garage sale** or charity.
- Contact **charity** for date and time of pickup - save receipts for tax records
- Contact a [quality self storage](#) project near your destination to reserve a unit
- Put together a [moving kit](#) with makers, labels, change of address forms, etc.
- Get [cartons and packing material](#) to start packing now
- Contract with a local mover to load your heaviest items
- Be sure to **identify each box**. Specially label those are going to your storage unit
- Contact **insurance** agent to transfer or cancel coverage
- Check with employer to find out what moving expenses they will pay

Four Weeks Before Moving:

- Notify all magazines of [change of address](#)
- Check with **veterinarian** for pet records and immunizations
- Contact **utility** companies for refunds of deposits, set turn off dates
- Dry clean clothes to be moved, pack in protective wrappers

- Collect everything you have loaned out, return everything you have borrowed
- Service power mowers, boats, snowmobiles, etc., that are to be moved - **drain all gas and oil** to prevent fire in moving van
- Check with **doctors** and dentist for all family record and prescriptions
- Get children's **school** records
- Check **freezer** and plan use of food over next two to three weeks
- Remove all **jewelry** and other valuables to a safe deposit box or other safe place to prevent loss during move
- Give away or arrange for transportation of **houseplants** (most moving companies will not move plants, especially in winter) - Plants can also be sold at garage sales, or are perfect gifts for neighbors

One Week Before Moving:

- Transfer or close checking and savings **accounts**. Arrange for cashier's check or money order to pay moving company upon arrival at new residence
- Have automobile serviced if driving long distance
- Fill out [Post Office](#) change of address forms, give to postmaster
- Check and make **inventory** of all furniture and other large items. Specially label items going to your storage unit
- Dispose of all combustible and **spray cans** (spray cans can explode or burn - Don't pack them)
- Pack a separate carton of cleaning utensils and tools (screwdriver, hammer, etc.). Make this a part of your [moving kit](#).
- Separate cartons and luggage you need for personal family travel
- **Mark all boxes** that you pack with the room they will be going to at your new residence
- Organize at least one room in the house for packers and movers to work freely
- Cancel all **newspapers**, garden service, etc.
- Review the entire list to make list to make certain that you haven't overlooked anything

- Check and **double check** everything you have done before it's too late

Moving Day:

- Plan to spend the entire day at the house. Last minute decisions must be made by you - Don't leave until after everything's loaded
- Hire a **baby-sitter** or send the children to a friend's house for the day
- Verify your **inventory** while loading is underway
- Tell everyone about fragile or precious items
- Make a final check off for the entire house, basement, closets, shelves, attic, garage and other rooms
- Keep your inventory records with you to help with unpacking and to clearly identify what's still in storage

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