



Call us : 403-402-7992
for a free, no obligation
quote!

MOVING CHECKLIST

3 - 4 WEEKS PRIOR

BOOKING & PLANNING

- Book your move with Sparta! Call us at: 403-402-7992
- Create a list of everything to be moved to the new residence
- Identify all items which require special care and/or handling (call us to help you pack all your household belongings!)
- Donate furniture and clothing that doesn't make your list (or have us donate it for you)
- Book a moving elevator and arrange for appropriate parking for a moving truck
- Transfer insurance policies (homeowners, life etc)
- Receive a change of address kit from a local post-office
- Review moving expenses to determine any tax deductibles
- Arrange cut off and/or activation dates for utilities (phone, gas, cable, electricity, water, garbage)
- Request your bank to transfer your accounts to a branch nearest to your new address
- Arrange to dispose of/find transportation for all flammable and combustible items (aerosol cans, cleaning fluid, fireworks, propane tanks, ammunition, household liquids, paints, thinners)

1 - 2 WEEKS PRIOR

PLANNING & PACKING

- Purchase all moving supplies (we have all the supplies available for purchase!)
- Have a service technician prep all your major appliances for the move
- Arrange for cleaning services on the day of the move or after (call us to find out how we can help with cleaning services!)
- Arrange a written appraisal of all antiques/valued items to verify their value
- Check furniture and walls for any signs of damages (scratches, dents)
- Plan on how to transport plants (visit our website on tips and tricks for transporting plants!)
- Drain all equipment (hoses, gas lawnmowers, washing machines)
- Schedules to have utilities turned on at your new residence
- Don't buy new groceries! Consume and try to finish what you have in your kitchen presently
- Arrange to have specialty equipment disassembled and/or prepped to be moved (pianos, treadmills, pool tables, grandfather clocks) contact us to find out how we can help!
- Find arrangements for pets and children during the move
- Pack the kitchen and washrooms LAST (rooms used the most)

DAY OF MOVE

PACKING & MOVING

- All freezers and refrigerators have been unplugged and allowed to defrost for at least 24 hours and their contents have been taken away
- Designate and label any items as "last to load"
- Boxes are properly labeled with their destination rooms on the top and sides
- All loose items are packed into boxes with the top taped down
- All electronics are unplugged (plasma TVs should be unplugged one day prior to being moved)
- All artwork and pictures are removed from the walls
- Disassemble bedroom sets (saves time and money however, our movers can disassemble all furniture items for you!)
- Nothing heavy, breakable or large remains in dressers and desks
- Check all cabinets, rooms and closets to ensure they are emptied
- Have an essentials box prepared (important documents and records, toiletries, change of clothes, snacks, flashlight, portable tool kit, garbage bags, towel)
- Before leaving the house (windows are all closed and locked, A/C, water and lights are turned off, check for any left over items)