

# MOVING CHECKLIST

## 4 MONTHS BEFORE MOVE

- ☐ Reserve unit available at RWC
- ☐ If selling your home, call/interview realtors to get a market analysis done on your property
- ☐ Complete admissions paperwork
- ☐ Start thinking about what furniture will fit in the new space
- ☐ RWC admission interview

Once accepted:

- ☐ Pay 10%
- ☐ Complete renovation selection process
- ☐ List your home for sale

## 3 MONTHS BEFORE MOVE

Once you are notified of the renovation timeline, then schedule your moving date

- ☐ Research senior move management services
- ☐ Get pricing for moving & shipping services
- ☐ Purchase moving insurance—may be offered through your insurance agent (optional)
- ☐ Create a floor plan and decide what furniture and other belongings will fit (& won't fit)
- ☐ Take pictures to recreate setup of prior home
- ☐ Begin sorting items into groups (keep, donate, sell, ect.)
- ☐ Reserve storage space, if necessary
- ☐ If you have pets, take them to the veterinarian for a checkup before moving.

## 2 MONTHS BEFORE MOVE

- ☐ Coordinate any offers on the sale of your home with the marketing department
- ☐ Call insurance agent to change to rental policy
- ☐ Fill out USPS change of address paperwork
- ☐ Continue sorting and packing

## 1 MONTH BEFORE MOVE

- ☐ Go over move in guidelines with marketing
- ☐ Go over resident handbook and RWC policies
- ☐ Notify all physicians of relocation; if moving out of the area ask for referrals in new area

Schedule disconnection of utilities at old home:

- ☐ Phone    ☐ Internet    ☐ Cable
- ☐ Water    ☐ Garbage    ☐ Gas
- ☐ Electric
- ☐ Begin packing non-essential items (towels, linens, extra dishware, etc.)
- ☐ Label packed boxes by room and contents
- ☐ Separate valuable items to transport yourself

Notify these services about change of address:

- ☐ Insurance
- ☐ Credit card companies
- ☐ Social Security Administration
- ☐ State Vehicle Registration
- ☐ State/Federal Tax Bureau
- ☐ Pharmacy/prescription delivery program
- ☐ Banks
- ☐ Transfer or cancel subscriptions, such as for magazines, and memberships like the gym. Transfer prescriptions for you and your pets to a new pharmacy
- ☐ Print new checks with new address
- ☐ Cancel utility services at your current home

## 1-2 WEEKS BEFORE MOVE

- ☐ Confirm movers (date, time, pricing, number of personnel on hand, etc.)
- ☐ Continue packing
- ☐ Pack suitcases with clothes and personal items
- ☐ Separate daily necessities for quick, easy access to them in the new home
- ☐ Make sure all prescriptions are filled

## 2-4 DAYS BEFORE MOVE

- ☐ Begin packing necessities
- ☐ Create a schedule for moving day
- ☐ Have a screwdriver, wrench, pliers, tape, etc. handy
- ☐ Set aside boxes you're moving yourself
- ☐ Pay your 90% balance to RWC and pick up your keys

## MOVING DAY

- ☐ Take movers through the house & inform them of what to do
- ☐ Check each room for things left behind
- ☐ Assemble bedding & important personal spaces first (i.e. bedroom, bathroom)
- ☐ Begin unpacking essentials for kitchen, bathroom, living room

**For more  
information call  
(804) 438-4000.**