

## **Moving Tips for Sellers**

1. **Give your forwarding address to the post office, usually 2-4 weeks ahead of the move.**
2. **Notify our charge cards, magazine subscriptions, and bank of the change of address.**
3. **Develop a list of friends, relatives, and business colleagues who need to be notified of the move.**
4. **Arrange to have utilities disconnected at your old home and connected at your new one.**
5. **Cancel the newspaper.**
6. **Check insurance coverage for moved items. Usually movers only cover what they pack.**
7. **Clean out appliances and prepare them for moving, if applicable.**
8. **Note the weight of the goods you'll have moved, since long-distance moves are usually billed according to weight. Watch for movers that use excessive padding to add weight.**
9. **Check with your condo or co-op about restrictions on using the elevator or particular exits.**
10. **Have a "first open" box with the things you'll need most—toilet paper, soap, trash bags, scissors, hammer, screwdriver, pencils and paper, cups and plates, water, snacks, and toothpaste.**

## **Plus, if you're moving out of town:**

1. **Get copies of medical and dental records and prescriptions for your family and your pets.**
2. **Get copies of children's school records for transfer.**
3. **Ask friends for introductions to anyone they know in your new neighborhood.**
4. **Consider special car needs for pets when traveling.**
5. **Let a friend or relative know your route.**
6. **Carry traveler's checks or an ATM card for ready cash until you can open a bank account.**
7. **Empty your safety deposit box.**
8. **Put plants in boxes with holes for air circulation if you're moving in cold weather.**

## **Six Items to Have on Hand for the New Owners**

1. **Owner's manuals for items left in the house**
2. **Warranties for any items left in the house**
3. **A list of local service providers—the best dry cleaner, yard service, etc.**
4. **Garage door opener**
5. **Extra sets of house keys**
6. **Code to burglar alarm and phone number of monitoring service if not discontinued.**