



# APARTMENT MOVE-IN CHECKLIST

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## 6 - 8 Weeks Before Moving Day

### Planning and Organization

- CREATE A MOVING BINDER**

This is the place for all the documents, checklists, receipts, lease copies, and notes related to your move.
- DISCOVER THE DETAILS OF YOUR NEW PLACE**

Find out about move-in policies, apartment rules, and utility costs.
- SET A MOVING BUDGET**

Outline costs for movers or a hire truck/trailer, packing supplies, short-term storage, and additional expenses (pet sitter, hotel, etc.)
- PICK A MOVING DATE**

Moving mid-week or mid-month is usually cheaper than peak times.
- RESEARCH MOVING COMPANIES**

Get quotes from several movers or truck rental companies.
- CREATE AN INVENTORY**

Go through your living space room by room and list the items you want to take with you. Make separate lists for items to donate, sell, or junk.
- ORGANIZE RENTERS INSURANCE**

Purchase new insurance or have your renter's insurance policy updated to cover both your current and new address during the move. Check if your policy covers moving-related damages.



## 6 - 8 Weeks Before Moving Day (cont...)

### Declutter and Sort

- DECLUTTER**  
Working from your inventory, box up the items you aren't taking with you.
- ORGANIZE A YARD SALE**  
Sell items you don't need with a simple yard sale or list items at online marketplaces.
- DONATE UNWANTED ITEMS**  
Drop off donations at local charities or post giveaways in your local Facebook group.

### Packing Supplies and Logistics

- GATHER PACKING SUPPLIES**  
Buy boxes, bubble wrap, packing tape and dispenser, and marker pens.
- CLOTHING RACK MOVING BOXES**  
Rent or buy wardrobe boxes to move hanging clothes without having to fold or rehang them.
- PACK NON-ESSENTIALS**  
Pack items you don't need (seasonal clothes, books, and décor). Number boxes and label them with their contents and the room they belong to.
- STORAGE OPTIONS**  
Consider renting a storage unit for items you don't need immediately. This can help make moving day less overwhelming



## 6 - 8 Weeks Before Moving Day (cont...)

### Notify Landlord

**PROVIDE NOTICE**

Check your lease for the required notice period (usually 30-60 days) and inform your current landlord, in writing, of your move-out date.

**SCHEDULE WALKTHROUGH**

Arrange a time for a final walkthrough with your current landlord to check the condition of the apartment. Mark it on your calendar.

## 4 Weeks Before Moving Day

### Address Changes and Notifications

**CHANGE ADDRESS**

Notify USPS, banks, credit card companies, subscription services, and any other service providers (doctor, dentist, gym, vet, etc.)

**TRANSFER UTILITIES**

Arrange to disconnect electricity, water, gas, and internet at your old place and start service at your new apartment.

**UPDATE EMPLOYERS AND SCHOOLS:**

Inform your employer and children's schools about the move.

**UPDATE PET MICROCHIP INFORMATION**

Notify the microchip company about the update to your address and contact details.



## 2-3 Weeks Before Moving Day

### Packing and Preparation

- PACK ITEMS BY ROOM**  
Continue packing room by room, starting with items you use least.
- ARRANGE FOR CHILD AND PET CARE**  
Make arrangements for child and pet care on moving day.
- REQUEST TIME OFF WORK**  
Ensure you have time off on and around moving day.
- CONFIRM DETAILS**  
Reconfirm dates with the moving company or truck rental.

### Storage Logistics

- PACK STORAGE ITEMS**  
Pack items you want to put into storage and label them clearly.
- MOVE ITEMS TO STORAGE**  
Transport these items to the storage unit to reduce clutter and make moving day less stressful.
- CREATE STORAGE INVENTORY**  
Keep an inventory of items in storage for easy reference later.

### Renting Equipment and Permits

- RENT A MOVING DOLLY**  
Rent a dolly to move heavy items safely.



## 2-3 Weeks Before Moving Day (cont...)



### **PARKING PERMITS**

Check with local authorities or building management to find out if you need a permit to park a moving truck on city streets.



### **HIGH-RISE MOVES**

If you're moving to or from a high-rise apartment, book the service elevator and parking for the moving truck.

## 1 Week Before Moving Day

### **Final Preparations**



### **PACK AN ESSENTIALS BOX**

Include items you'll need immediately (toiletries, toilet paper, medication, fresh clothes, important documents, snacks, and phone chargers).



### **FINISH PACKING NON-ESSENTIALS**

Make sure everything is packed except for essentials and items needed overnight.



### **PREPARE APPLIANCES**

Clean and prep large appliances for the move. Defrost and clean your refrigerator/freezer.



### **DISASSEMBLE FURNITURE**

Take apart large furniture (beds, bookcases, desks).



### **PICK UP KEYS**

Make sure you've got your new keys to avoid delays on moving day.



## 1 Week before Moving Day (cont...)

### Last Minute Notifications

- CONFIRM WITH MOVING HELPERS**  
Check friends or family helping with the move are still available.
  
- CONFIRM DETAILS WITH MOVERS/TRUCK RENTAL**  
Reconfirm all arrangements and details.

## Day Before Moving Day

### Final Preparations

- FINISH PACKING**  
Ensure everything is packed except for essentials and items needed overnight.
  
- SECURE VALUABLES**  
Keep important items like jewelry, passports, and legal documents in a safe place.
  
- PACK FOOD AND SNACKS**  
Prepare food and snacks for tomorrow.



## Day Before Moving Day (cont...)

### Cleaning and Checks

- CLEAN THE APARTMENT**  
Vacuum, dust, and clean each room as you pack up
- REVIEW INVENTORY LIST**  
Ensure all items are accounted for and boxes are properly labeled.
- DROP OFF PETS AND CHILDREN**  
Drop off pets and children with caregivers.

## Moving Day

### Early Morning Tasks

- WAKE UP EARLY**  
Start the day early to ensure everything is ready.
- PROTECT FLOORS AND WALLS**  
Lay down protective coverings to prevent damage during the move.
- DON'T SKIP BREAKFAST**  
Eat a hearty breakfast to load up on energy for the busy day ahead.



## Moving Day (cont...)

### DIY Movers

**PICK UP THE TRUCK**

Arrive on time to pick up the rental truck. Verify that it matches the size you reserved.

**INSPECT THE TRUCK**

Check the truck for any pre-existing damage and make sure it's clean. Inform the rental company about any issues.

**DRIVE SAFELY**

Take extra care while driving an unfamiliar vehicle.

### Working Efficiently

**LOAD HEAVY ITEMS FIRST**

Place heavy items at the bottom and towards the front of the truck.

**DISTRIBUTE WEIGHT EVENLY**

Balance the load to avoid shifting during transit.

**SECURE ITEMS**

Use straps and blankets to secure items and prevent breakages.

**KEEP ESSENTIALS ACCESSIBLE**

Ensure your essentials box and personal items are easily accessible.





## Moving Day (cont...)

### Final Steps

- DOCUMENT APARTMENT CONDITION**  
Take photos or videos of each room to document its condition for your records.
- TURN OFF UTILITIES**  
Make sure all utilities are turned off.
- RETURN KEYS**  
Hand over keys to your landlord or property manager as agreed.

## Day After Move (& 1st Week)

### Unpacking and Setup

- SET UP FURNITURE**  
Assemble and arrange furniture before unpacking smaller items.
- CLEAN NEW APARTMENT**  
Vacuum carpets. Sanitize surfaces and cupboard interiors.
- ORGANIZE BY ROOM**  
Unpack one room at a time to stay organized.
- CHECK APPLIANCES**  
Make sure all appliances are working properly.
- PICK UP PETS AND CHILDREN**  
Pick up your family and settle them into their new home.



## Day After Move (cont...)

### Settling In

- ADDRESS CHECK**  
Confirm USPS, banks, and other services have your new address.
- EXPLORE THE NEIGHBORHOOD**  
Check out the local shops, restaurants, gyms, services, and transportation.
- MEET YOUR NEIGHBORS**  
Say hello to your neighbors and building staff.

### Follow Up on Security Deposit

- REQUEST REFUND**  
Contact your previous landlord to inquire about the return of your security deposit.
- CONFIRM FORWARDING ADDRESS**  
Ensure your previous landlord has your new address to send the deposit refund.
- REVIEW ITEMIZED DEDUCTIONS**  
If any deductions are made, review the itemized list provided by your landlord.



# What To Pack - Checklist By Room

## Kitchen

- Dining table and chairs
- Pots and pans
- Plates and bowls
- Utensils
- Placemats
- Dish soap and sponges
- Dishtowels
- Dish rack
- Cutting board
- Measuring cups
- Cups, glasses, etc.
- Cooking utensils
- Strainer
- Tupperware
- Vegetable peeler
- Bottle opener
- Aluminum foil and cling wrap
- Oven mitts
- Baking sheets
- Casserole dish
- Blender
- Water filter
- Mixing bowls
- Microwave
- Toaster/toaster oven
- Coffeemaker
- Paper towels and holder
- Ice trays
- Trashcan and trash bags

## Living Room

- Couch/seating
- TV
- TV stand OR hanging accessories
- Bookshelves
- Coffee table
- Lamps
- Desk and chair
- Rugs
- Computer
- Games Console

## Bedroom

- Bed
- Mattress
- Sheets
- Comforter
- Blankets
- Pillows and pillowcases
- Dresser
- Nightstand
- Lamp(s)
- Curtains
- Clothes hangers
- Mirror
- Hamper



## What To Pack - Checklist By Room

### Bathroom

- Towels
- Washcloths
- Shower curtain and liner
- Trashcan
- Bath mat
- Toiletries
- Toilet paper
- Toothbrush holder
- Hand soap
- Plunger
- First aid items

### Miscellaneous

- Décor (framed photos, artwork)
- Command Strips and hooks
- Extra batteries
- Extension cords
- Light bulbs
- Candles and matches
- Extra storage bins
- Flashlight
- Smoke alarm
- Carbon Monoxide detector
- Screwdriver set

### Cleaning Supplies

- Broom and dustpan
- Vacuum cleaner
- Mop
- All-purpose cleaner
- Bathtub and sink cleaner
- Laundry detergent
- Carpet cleaner
- Sponges
- Glass cleaner
- Duster
- Rubber gloves
- Ironing board
- Iron