



The Ultimate **RELOCATION GUIDE**

To and From Silicon Valley California

Moving Made Simple

**Step-By-Step
Guide**

**Ultimate
8 Week
Planner**

**Organize
Your Boxes**



First of all, you want to make sure you have everything prepared for your home purchase. **You don't want to have a deal fall through and leave you without a place to move into.**

Whether you're moving for work, retiring, downsizing, growing or simply want to experience a new place , it's important to ask yourself the following questions:

- Do you need to sell an existing property to qualify to Buy?
- What is the timeline for my move?
- Do I have my financing in order? Am I Pre-Approved?
- Do I have the down payment, including Closing Costs.
- What type of neighborhood is right for me?
- How will I get from point A to point B?
- Are Schools important to me and my family?
- Have we visited the area?



FIND THE RIGHT NEIGHBORHOOD

Finding the right neighborhood can be tough. It's even tougher when you're moving to an area you've never visited. This is where a local native can help point you in the right direction. We'll be happy to find out what your needs are and send over a few recommendations on which areas may be best for you.

Ask the right questions:

- Do you like quieter suburbs or closer to activities?
- Do you prefer to walk or drive?
- Would you prefer an older neighborhood or newer development?
- Do you have children who will be attending schools?
- What are your max commute times?
- Public transportation options?
- Housing market prices and property taxes?
- Future Developments?
- Do you want any specific amenities?



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8 WEEKS UNTIL YOUR MOVE

So, you're 8 weeks out! Close, but not too close. It's important for you to start planning ahead for every aspect of your move. The good news? We've got you covered. We're not going to lie, there's a lot to do to prepare. Yet, you'll be thankful you started early and had this moving checklist to ensure you stay on top of your to-do list and set you up for success.



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8 WEEK CHECKLIST



Create a “moving” file or folder on Google Drive or DropBox to store receipts and records related to your move. For example, how much is Dan the mover quoting you? Was that price for 10 or 15 boxes? You’re not going to be able to remember all of the details. So throw them in an online folder for easy reference.



Schedule in-home estimates and get quotes with a licensed & insured moving company. Make sure you hire someone you feel you can trust. Asking your friends and family for referrals is a great idea! Be sure to confirm the moving company by verifying their Department of Transportation number (also referred to as a DOT number).



Read over documents from your movers before signing anything. Don’t let contracts intimidate you by learning about the documents you’ll be receiving ahead of time. We can’t emphasize enough how important this is.



Plan how to move fragile or unusual items, such as guns, pianos, fine art, pool tables or safes. The list goes on and on. The movers you hire may not be qualified to move some larger (or more expensive) items, so you may need to hire a specialty mover to do the job. Make sure you’re aware of exactly what the movers you hired will and will not move.



Reserve a storage unit or schedule PODS if needed. Be sure to call around for pricing.



Request time off work for moving day. If you can, plan to take off and move on a Friday. That gives you the rest of the weekend to get yourself organized. Nice tip, right?



Set a date and plan a garage sale weekend. Then, donate anything left that you couldn’t sell to your local Goodwill or Salvation Army.



Visit your neighborhoods, if possible. Be sure to visit at different times of the day to see activity that goes on throughout the day.



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6 WEEKS UNTIL YOUR MOVE

When you're six weeks out from a move, it's important to make sure you're getting all your ducks in a row. If you're moving out of town, you'll need to do things like spend time with family and friends. Then of course, you need to begin to organize your belonging (and life in general). There are dozens of tasks that must be addressed during this time, so keep reading our moving checklist to discover all you need to do. Don't worry, six weeks is plenty of time to get it all done.



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6 WEEK CHECKLIST

- ☐ Make time for friends and relatives before moving day. Squeeze in a few last memories in your current home by throwing a simple dinner party. It doesn't have to be elaborate to do the trick.
- ☐ Schedule your movers and put down a deposit. Make any other travel arrangements needed like flights, car rentals, etc. Notify schools of your move.
- ☐ If you're moving into an apartment, find out if there are any moving day requirements.
- ☐ Take photos of all electronics before unplugging them. This will help jog your memory when you're reconnecting things such as your TV and stereo.
- ☐ Put all your hardware in labeled baggies for easy furniture reassembly.
- ☐ Collect free boxes from restaurants, liquor, grocery, and office supply stores. You can also pay a visit to your local bookstore. They have more boxes than they know what to do with and will be more than happy to hand them over for free.
- ☐ Address minor home repairs before moving out. If you live in an apartment, this might be the difference between getting your security deposit back, or not.
- ☐ Measure doorways, stairways, and elevators to make sure all your furniture will fit. Measure twice – move once!
- ☐ Last but not least for this section, pack a little every day. You don't want to find yourself packing all of your belongings the night before.


4 WEEKS UNTIL YOUR MOVE

Four weeks out – you’ve officially hit the one-month mark! Now’s the time to start gathering important documents that you’ll need to bring with you to your new place. You should also start doing things like selling and donating items, if you haven’t already. It will be a lot easier to complete items on your moving checklist when you’re not bogged down with extra stuff. Remember: **Sell, Declutter, Donate!**

YOU'RE ALMOST THERE!



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4 WEEK CHECKLIST



- ☐ Secure & confirm parking options for your moving truck – you may need a permit for moving day.
- ☐ Use or donate items that you can't pack or sell, such as frozen foods, bleach, and aerosol cans.
- ☐ Gather all financial and legal records in one place.
- ☐ Gather birth certificates and passports for everyone in your home. Then, carry important documents on your person during your move.
- ☐ If you're moving long distance, plan your route and book hotels. Find temporary housing in your new city.
- ☐ If you're moving out of town, find a new doctor, dentist, and vet in your new neighborhood and forward medical records to them.
- ☐ Give 30-day notice to your current landlord, if applicable. Schedule a walk-through date.
- ☐ Shop around for cable, internet, and phone bundles. Then, schedule installation and/or cancel your old services.
- ☐ Make sure your pets have ID tags for their collars. If you're moving out of the country, make sure your pets have all necessary vaccinations.
- ☐ Request copies of vet records and get any necessary pet medication.
- ☐ Find a landscaper and snow removal service in your new neighborhood.
- ☐ Complete a change of address with USPS to your new home or a new PO Box. Update your voter registration!
- ☐ Make a moving day playlist to enjoy while moving and unpacking.

2 WEEKS UNTIL YOUR MOVE

The big day is almost here! You're two weeks away from moving and it's time to update your accounts and records for your new place and address. You also want to take these two weeks before your move to plan ahead. Think about meals, pets, and children, and don't forget medications. Moving day is a BUSY one. Make sure to have everything on your moving list checked off for this two-week point. Trust us, you'll be glad you did!



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2 WEEK CHECKLIST

- ☐ Remember to update your moving file with all moving-related receipts and bills. You'll want to keep a list of moving-related expenses to claim as a deduction at tax time.
- ☐ Recycle or dispose of corrosives, flammables, and poisonous items. Make sure you're disposing of toxic items properly.
- ☐ Back up your computer. If something goes awry during your move, you'll be thankful you have everything saved in an alternate place.
- ☐ Moving far? Clean out your safe deposit box and any lockers you might have at a gym or community center.
- ☐ Find somewhere safe for pets to go during your move. Look into doggy daycare or ask a friend to watch them for a day – who wouldn't love to dog sit Fido, Fluffy or Muffin?
- ☐ To keep little ones safe during a move, line up a babysitter or make arrangements for a play date.
- ☐ Change address for Social Security within 14 days of moving. Notify their offices, including the Social Security Administration, Department of Veterans Affairs, and the IRS.
- ☐ Transfer your homeowners or renters insurance to your new home.
- ☐ Change your address with loan providers, credit cards, banks, and the payroll department at work. Also, remember to order new checks.
- ☐ Change your address for your auto and health insurance.
- ☐ Update your driver's license and any vehicle or boat registrations.
- ☐ Transfer your utilities including water, electric, and natural gas.
- ☐ Set up trash removal and recycling for your new home, and cancel your current service.
- ☐ Transfer your prescriptions to a new pharmacy, if necessary.



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2 WEEK CHECKLIST (CONTINUED)

- | | |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Update your address with Amazon and any monthly subscription boxes you receive. | <input type="checkbox"/> Order any big furniture or appliances for your new home and confirm a delivery date. |
| <input type="checkbox"/> Update your address for newspapers and magazine subscriptions. | <input type="checkbox"/> Remove light bulbs from all lamps you plan to move. |
| <input type="checkbox"/> Cancel or transfer your membership at the gym, yoga studio, Crossfit facility, or any local clubs. | <input type="checkbox"/> Clean outdoor furniture before it's moved. |
| <input type="checkbox"/> Send out moving announcements. There are plenty of creative ways to share your new address. | <input type="checkbox"/> Keep packing those boxes! You don't want to be doing this last minute. |
| <input type="checkbox"/> _____
_____ | <input type="checkbox"/> _____

_____ |
| <input type="checkbox"/> _____
_____ | <input type="checkbox"/> _____

_____ |



MOVING WEEK

The week has come! It's time to make sure you organize your belongings, finish packing, and clean your old home. Make sure everything's squared away early. It'll allow for a stress-free moving day – and who wouldn't want that?

MOVING WEEK

- ☐ Make sure you canceled and/or redirected scheduled deliveries. Remember that pair of shoes that was on backorder?
- ☐ Clean your current home and have your landlord scheduled to inspect it, if applicable.
- ☐ Unplug your fridge and freezer to defrost the night before. Make sure you lay a towel in front of it to absorb any water that leaks.
- ☐ Drain water hoses to your washing machine and ice maker.
- ☐ Empty oil and gas from grills, heaters, lawn mowers, and snow blowers.
- ☐ Make sure nothing is hiding on shelves or in closet corners.
- ☐ Watch the weather channel and prepare for rain or snow.
- ☐ Pack a short-term suitcase & essentials box with everything you'll need for your first 24-48 hours in your new home.
- ☐ Withdraw cash to tip your movers.
- ☐ Do a final sweep the day before moving day to make sure nothing is forgotten.
- ☐ Remember to come back to this list **one last time after you move** for two "Post Move" items to follow up on, which are changing the locks at your new home and follow up on any return of security deposits.



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MOVING DAY

Moving day is here! All your moving prep has led you to this very moment. You've checked off almost 100 items on this moving checklist to get you to this point. On the day of your move, make sure you get an early start. Start the day off right and get moving. The earlier you move in, the more time you will have to start unpacking and settling into your new home. **This is the big day that starts your journey to a New Home!**

- ☐ Rise and shine! Set an alarm and get up early on moving day.
- ☐ Hand over your keys or drop them at the pre-determined location you have set up.
- ☐ Protect your floors and carpets during the move.
- ☐ They've worked hard for you all day, so tip your movers.
- ☐ Clean your new place. A lot of times, the previous homeowners are only required to sweep their house or apartment.
- ☐ Make your bed and unpack your toiletries first. This will allow you to sleep when you need it and take a shower easily, no matter what's around you.
- ☐ Go grocery shopping. At this point, you've eaten enough take out. Having food in the house will also prevent you from unnecessary spending.



HOW TO KNOW WHAT IS IN EACH BOX AND WHERE IT BELONGS.



1...2...3 EASY



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The moving process is only as difficult as you make it out to be. If you're hangry and disorganized the whole time, you'll come away from the move having lost some really important things like your mind, your time, and your grandmother's china. Thankfully, it turns out being one of those hyper-organized people who have it all together is really, really simple. An organized move comes down to having organized moving boxes. Labeling what's in each one is a good start ("cups and glassware," "Katie's toys"). Then, follow this 1-2-3 plan to keep everything in order!



GIVE EACH BOX A NUMBER

Number all your moving boxes individually, especially if you personally won't be moving them (1 of 15, 2 of 15... etc.). This way, it's easy to see if a box was lost in transit well before it's time to unpack.

EXAMPLE:
ALL BOXES NUMBERED 100
BELONG TO THE KITCHEN.



MAKE AN INVENTORY

Pack room by room, and every time you put something into a box make a note in a designated notebook of what it is and the box number. You don't have to make this complicated, just quickly take a note and keep moving on. It can be as easy as "silverware" "master bathroom towels". If there is more than one type of thing in the box (silverware, baking sheets, hand towels) that's ok! Just make sure you make a note of everything.



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GIVE EACH ROOM A COLOR



Grab a pack of colored packing tape, and dedicate each color to a different room. Yellow for the kitchen, purple for the bedroom, etc. Color-code the boxes for each room with a big mark in the designated color so that movers (or your really generous friends) know exactly where to drop each box. This also allows for easy box finding if you're having to store your boxes for a while!

