

Countdown Calendar



6 Weeks

- Arrange to have a United Moving Consultant perform your free [In-Home Estimate](#)
- Ask your United Moving Consultant how to move vehicles, plants, pets, and valuables
- Discuss the type of protection you will have on your belongings with your United Moving Consultant
- Be sure to give your United Moving Consultant your [AIR MILES® Collector number](#)
- Decide on your move date
- Create a special folder to hold all of your moving records (estimates, receipts, inventory lists, etc). Do not pack any documents connected with your move
- No sense moving things you don't want to keep. Go through your home, closets and garage and decide which items you want to sell, donate or discard

5 Weeks

- Make a list of all items that require special care and extra attention when packing (fine china, antiques etc.)
- Make any home repairs that you are committed to making
- Get copies or schedule to have all records transferred (medical, dental, school records, etc)
- Make an appointment with your doctor to review the names and dosages of any medications you and/or family members take

4 Weeks

- Finalize your moving arrangements with your United Moving Consultant
- If you are packing your own belongings, begin packing all non-essential items
- Label the boxes by room and contents
- Separate items that you will be moving yourself - label as "DO NOT MOVE"
- When packing be sure to keep an inventory of all items, including the serial numbers of electronics

3 Weeks

- Inform the following companies of your new address:
 - Telephone
 - Internet
 - Cable
 - Insurance
 - Utility
 - Post Office
 - Banks
 - Schools
 - Credit Cards
 - Doctors, Dentists & Optometrists
 - Memberships/clubs
- Ask your financial institution about transferring your accounts to the branch nearest your new home
- Subscribe to any magazines? Many companies allow you to change your address online
- If necessary, arrange any flight, hotel/motel, and/or car rental reservations that you may need during your move

Countdown Calendar



2 Weeks

- Confirm your move date with your United Moving Consultant
- Check your “to do” list for anything you have missed. Call your United Moving Consultant if you have any questions
- If you have any prohibited or dangerous goods that can't be moved contact your local Public Works Department to inquire about disposal options
- Use up canned goods and/or frozen foods before your move or give them to friends and/or family
- Arrange for someone to care for young children and pets during your move
- Cancel and/or transfer home services such as newspaper delivery, house-cleaning, lawn and garden maintenance, pool cleaning, and water delivery
- Ensure all of your family's renewable prescriptions are filled
- Return any rented items (satellite box, library books, etc)

1 Week

- Have your vehicle serviced if you are traveling a long distance to your new destination
- If you are packing yourself, pack all remaining items minus what you will need to use over the next few days - bare essentials
- Don't forget to set aside any food, plates and utensils that you will need. Pack them on moving day
- Label the box that you will need immediately at your new home (cleaning supplies, toiletries, etc.)
- Make sure that all legal paper work for the old and new home is complete
- Drain fuel from the lawn mower and other machinery
- Safely dispose of all gasoline, matches, paint and aerosol cans as listed in our booklet – Handling Dangerous Goods
- Ensure all moving details have been confirmed
- Ensure your toolbox is accessible on move day

2-3 Days Before

- Confirm any flight, hotel/motel and/or car rental reservations
- Set aside any items that you do not want packed or moved such as luggage and playpens
- Take down any curtains, rods and/or shelves you will be moving
- Empty, defrost and dry all refrigerators and/or freezers that will be moving
- Confirm arrangements for the installation and connection of appliances, if necessary

Countdown Calendar



Pack Day

- Back-up and turn off all computers
- If United is packing your belongings, identify any items you feel require special care
- Once the crew has completed the packing, make a final check of closets, cabinets and storage areas to ensure no items have been overlooked

Moving Out

- Ensure you are on hand when the moving crew arrives or authorize someone in writing to take your place
- The Bill of Lading is your legal document that gives United Van Lines your permission to move your household goods. This must be signed before any items are loaded
- You will be given a copy of the Bill of Lading for your records
- If you have any questions about the moving process, ask your Crew Leader
- Tell your Crew Leader about any items that you will need immediately at your new destination. These will be loaded last and unloaded first to make it easier for you to access them
- Accompany the Crew Leader as each item is tagged and listed with an identifying number. These numbers will appear on your Inventory List. Identify any items that are not to be loaded
- When the Inventory List is completed, sign it and keep your copy with your moving documents

Moving In

- Be on hand to accept delivery or authorize someone in writing to take your place
- If you are paying for your move via COD/Credit Card or Certified Cheque, the delivering driver must receive payment before your goods can be unloaded
- Confirm arrangements for the installation and connection of appliances
- Fasten a floor plan near the entrance to facilitate placing your belongings in the appropriate rooms
- Position yourself during the unloading so you can direct placement and inspect the condition of your furniture
- The crew will place rugs and reassemble furniture, but are prohibited from installing appliances, curtains, shelves or fixtures
- Check everything that was unloaded and unpacked. Report any loss or damage immediately to your Crew Leader or United Van Lines

Getting Settled

- Record emergency numbers, locate government agencies and local services. You can also access this information under the Customer Home Page at www.uvl.ca
- If you have moved to a new country or province, consult your new lawyer about different laws affecting family matters such as taxes and wills
- Arrange for medical and dental services. Check with the local hospital for doctors accepting new patients
- As soon as permanent residence is established in a new province, new motor vehicle plates and drivers licenses must be obtained. Ask about any differences in driving laws
- Now that your move is over, it's important to take time to relax, settle in and introduce yourself to your new community.
- All of us at United Van Lines wish you the best in your new home