

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
Homeownership Division
Moving Tips

Who needs to be notified of your move: Keep a copy of your new address handy at all times!

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|---|--|---|
| <input type="checkbox"/> Post Office – Get a free copy of “Post Office Mover’s Guide” | <input type="checkbox"/> Insurance companies | <input type="checkbox"/> Athletic clubs |
| <input type="checkbox"/> Children’s day care/school | <input type="checkbox"/> Credit card companies | <input type="checkbox"/> Board of Elections |
| <input type="checkbox"/> Electric company | <input type="checkbox"/> Banks | <input type="checkbox"/> Doctor and Dentist |
| <input type="checkbox"/> Water company | <input type="checkbox"/> Magazine subscriptions | |
| <input type="checkbox"/> Natural gas company | <input type="checkbox"/> Religious organizations | |
| <input type="checkbox"/> Land-line telephone company | <input type="checkbox"/> Notify your employer of new address | |
| <input type="checkbox"/> Cell phone company | <input type="checkbox"/> Notify the Division of Motor Vehicles | |
| | <input type="checkbox"/> Cable or Satellite television company | |

If moving out of the area:

Get copies of records from:

- ✓ Medical
- ✓ Dental
- ✓ Immunization
- ✓ School
- ✓ Veterinarian

Choose new health professionals.

- Search the Internet; ask friends, neighbors, and co-workers for recommendations.
- Transfer Prescriptions to new pharmacy.
 - Make sure you have a supply to last for about a month before you move.
- Find out if your insurances policies will provide coverage in your new area.
 - If not request a recommendation.
- Request copies of any school records for each child.
 - Make arrangements for your children and pets for the day of the move.
- Resign or transfer memberships.

Packing Tips

- Determine if you should have a yard/garage sale.
- Inventory what “needs” to be moved.
- Make a list by room of all items to be moved.
- Obtain packing materials: boxes, bubble rap, tape, rope, markers, etc.
- Use newspaper, blankets and towels to buffer breakable items.
- Don’t overload the boxes.
- Label **ALL** cartons which room they belong in the new residence.
- Label boxes that have fragile items.
- Have a box of cleaning and bathroom supplies ready for your new residence.
- Pack essential items such a change of clothes, towels, prescriptions, and toothbrush and personal care items in your car.
- **Do not** pack up jewelry, money or legal documents – take them with you.
- Pack lunch-have snacks and drinks on hand.
- Have a first-aid kit handy.
- Make a final walk through of inside and outside to ensure nothing gets left behind.
- If you own pets determine how they will be transported.

Transitioning a family with children:

- Inform children as soon as possible about the move.
- Allow them to ask questions and express their concerns.
- Using the Internet, maps, and photos share information about the new area.
- Show them how easy it is to stay in touch with friends through e-mail and by telephone.
- Drive by the new residence, school and neighborhood with children.
- Unless they are very young have the children pack their own things.
- Allow them to take one favorite item in the car with them.
- As soon as you get settled re-establish the children in their new school.
- Find out what extra-curricular activities they may be able to enroll in.
- Allow them time to make an adjustment.



Self-Moving vs. Professional Movers

Determine what makes economic sense. Add up all the cost including materials, gas, meals, truck rental and insurance to move you and then compare it against a quote for a professional moving company.



Questions to ask for moving yourself:

- ✓ Am I physically able to move heavy pieces?
- ✓ Can I line up enough people who are willing and able to help based on the dates and time I plan on moving?
 - Make a list of names, contact information and commitment status.
 - Make reminder calls the day before.
- ✓ Will you need a truck or trailer?
- ✓ Can I drive a rental truck (are there special license requirements)? If not, who can?
 - Often times it's better to rent a larger truck and ensure that you can fit all of your possessions in one trip.
 - Request a hand truck with a strap for moving the heavy items (sofa, refrigerator, and washer).
- ✓ Can the truck be reserved ahead?
- ✓ Do I have the time necessary to pack and move everything myself?

Choosing a Professional Mover:

- ✓ Ask family, friends and co-workers for recommendations.
- ✓ Check them out with the Better Business Bureau and/or complaints with the State's Attorney General Office.
- ✓ Determine the size, distance and timing of your move.
- ✓ Self-Service or Full-Service move (you pack or they pack – some will even unpack your boxes).
- ✓ Obtain a written cost estimate.
- ✓ Review the three types of insurance coverage: standard, assessed value or full replacement. Make sure all items being moved are insured against loss or damage by the company.
- ✓ Make a list of all items the company will move and if possible take pictures.
- ✓ Make sure you get confirmation of moving and delivery dates.
 - Call the day before the move to confirm.
 - Make sure the movers have "clear" directions.
 - Designate a parking area for the truck.
- ✓ Confirm with the moving company what form of payment they require, i.e., cash or certified check (normally the truck will not be unloaded with proper payment.)

Moving from a Rental Property

- Give your landlord plenty of notice, preferable in writing.
- Clean your apartment for the landlord's inspection.
- Make arrangements to return keys to the landlord and get your security deposit.
- Notify all utility companies of your moving out date.
- Transfer utilities at new residence into your name before shut-off occurs avoiding reconnect charge.

Moving from a House

- Transfer utilities at your new residence into your name before shut-off occurs avoiding a reconnect charge.
- Gather all house keys for new owner.
- Put garage door openers with keys.
- Make sure you have keys to your new residence and that they do in-fact work.