



## Guide to Stress-Free Moving

We know that moving is a stressful time for your family. This guide will give you a few helpful tips to minimize the stress by helping you plan your move out ahead of time.

### Six Weeks Before Your Move

#### Complete

- Order your PODS! Remember that we never charge you a cancellation or rebooking fee as long as you make your changes or cancellations at least 24 hours before the date your POD was due to arrive. Our schedules are often full 4 to 5 weeks out. Call our staff to help you determine how many PODS you will need to make your move and get them reserved.
- Make a thorough and objective inventory of what you own and decide what you want to take with you. You'll probably find several things that you have forgotten about or no longer need.
- Start a "move file." This file will be used for move-related expenses, which may be tax deductible, and to organize the processes of your move.
- Now would be a good time to create a floor plan of your new location. Label or mark which pieces of furniture will go where when you move into your new home. This will minimize the stress of "where will it all go?" when you and your belongings arrive.

### Four Weeks Before Your Move

#### Complete

- Order your Moving Supplies from PODS. We can supply you with anything from boxes to moving pads to make sure your belongings make it to your new home in one piece! Our agents will help you determine what you need. You don't want to be caught short on Moving Day! We deliver your moving supplies direct to your doorstep within 4 business days.
- Begin notifying credit card companies, magazine subscriptions, friends and family of your new address.
- The US Postal Service offers free change of address forms or all of your changes can be made on-line at [WWW.USPS.COM](http://WWW.USPS.COM). One of our partners also offers a FREE forwarding service to forward all your magazine subscriptions to your new address. Call OneSwitch at 877-257-9171 for more information.
- Contact your local utility companies to schedule the disconnection of your services the day after your move-out date. You will want to have your utilities on during moving day and while you're still in the house.
- Contact the utility companies in your new town to schedule for service a day or two before you plan to move in.
- Remember those things you may not be taking with you? Now is a good time to arrange a garage sale (a little extra pocket money), or to donate the items to charity or a church. Remember to get receipts for any tax deductible donations!

## **Two Weeks Before Your Move**

### **Complete**

- Make sure all of your important papers and documents are in order, including your driver's license, car registration, and insurance records.
- Contact your doctors, dentist and veterinarian to receive copies of your medical records.
- Transfer your prescriptions to a drug store in your new town.
- Contact your children's school to have their records sent to the new school district.
- Arrangements must be made to transport pets or houseplants to your new home. They cannot go in your POD.
- Cancel delivery services such as newspapers, diapers and groceries.
- Finally, plan your grocery store purchases carefully so you don't end up with a fridge full of food on move day!

## **One Week Before Your Move**

### **Complete**

- Call PODS or check on-line to confirm your date for the arrival of your PODS.
- Properly dispose of hazardous, toxic and flammable items that cannot be moved, such as paint, gasoline, and propane. Empty the gas from your lawnmower.
- Pack a "travel bag" that will stay with you while you move and not be packed or transported in the POD. Be sure to include toiletries, glasses, contact lenses, medications, baby or childcare items, phone numbers, your checkbook and your move file.
- Pack an "Essentials" box with items that you will be scrambling for on Move-In days. Items for your Essentials box may include:
  - Scissors, masking tape, utility knife, can opener
  - Coffee cups, paper plates, paper towels
  - Plastic knives, forks and spoons
  - Dish soap, trash bags, towels
  - Instant coffee, tea, beverages
  - Toilet paper and toiletries
  - Flashlight, light bulbs
  - Hammer, screw drivers, pliers
  - Phone books, pencils and paper
  - Radio, batteries
- If you have young children, it would be a good idea to arrange for a babysitter for the moving day.
- Make sure to include your new address on payment receipts.

## **One Day Before Your Move**

### **Complete**

- If you have arranged for packing, the movers will arrive on this day. Make sure you have plenty of packing material.
- Empty and defrost your refrigerator. Clean the inside thoroughly and let it air-out overnight.
- Disconnect your washing machine, dryer and icemaker. Block the tub on your washer to keep it from shifting during transit.
- Make a list of forwarding contact numbers and your new address for your neighbors and to get a hold of you.

## **Moving Day!**

### **Complete**

- If you arranged for Loading Services, be sure you are available when the movers arrive and are available throughout the day to answer any questions. Sit back and relax, you deserve it!
- If there is time, give the house a final cleaning or arrange to have it done the day after you move out.

## **One Day Before Your Move – In**

### **Complete**

- You can check for the estimated time your POD will arrive either on-line or by calling PODS after 4 p.m. on the day before your delivery. We will provide you with a three hour window that we will deliver within.
- Confirm with the Mover's that they are scheduled for the next day. Never schedule the movers for the same day that your POD is to arrive so that you do not have them waiting for the POD.
- Check to make sure the utilities have been connected and follow up on any delays.

## **Move - In Day**

### **Complete**

- Re-acquaint yourself with your floor plan and decide on any changes before the movers arrive.
- Plan on being at the house when the movers arrive and while they are working.
- If you have pets, you might consider putting them in an out of the way room to keep them from running away or getting confused.
- Also, mark the rooms with sticky notes to help the movers locate what items go where.

Hopefully you have found some useful tips in this guide. Our goal at PODS is to help make your moving experience a positive and stress free time.

**Call PODS at 866-846-0900 or visit us on the web at  
[www.PODS.com/corpinfo](http://www.PODS.com/corpinfo)**