



Let's move **together!**

Your practical guide to moving



8 weeks before The Big Day

Send out your change of address!

You'll have a lot on your mind as moving day approaches, so you might forget to advise important parties of your change of address. The handy list below reminds you of the most important notices you should send well beforehand.

- Cablevision**
- Télébec**
- Hydro-Québec (or other electricity provider)**
- Government of Quebec** for your health card, driver's license, vehicle registration, taxes, and voter's registration
- Government of Canada** for your passport, taxes and retirement benefits
- Financial institutions**
- Credit card companies**
- Insurance agent**
- Subscriptions to newspapers, magazines, catalogues, newsletters...**
- Rewards programmes**
- Snow removal and maintenance**
- Security and surveillance (alarm systems)**
- Automobile dealership**
- Schools**
- Day-care**
- Employer**
- Doctor, dentist, other health care professionals**

Use the internet to notify friends and family of your new address.

Do any other persons to notify come to mind? Add them here.

_____	_____
_____	_____
_____	_____
_____	_____



6 weeks before The Big Day

Organize your cargo!

A minimalist life-style free of most material possessions might seem more appealing than ever in the weeks leading up to your moving day! But face the fact: like most of us, you're probably too far gone up the other path.

Quite a few cardboard boxes will soon start piling up in your home. But you can avoid some unnecessary packing and lifting. Here's some advice.

Checklist

- If you will be hiring movers, get estimates from a few different companies.
- If you will be your own mover, get estimates from a few truck rental companies.
- Choose the moving or rental company that best suits your requirements and reserve their services well before your moving day. (Do this even earlier if you will be moving at a time when many people change apartments.)
- Start a file folder for this documentation (estimates, receipts, confirmations, etc.)
- Stock up on what you'll need for packing: boxes, tape, bubble wrap, wrapping and stuffing paper.
- Draw the floor plan of your new residence and decide which rooms will serve which function. Tip:
 1. Buy a number of fairly large round coloured stickers.
 2. Attribute a different colour to every room of your new residence.
 3. Put the appropriate colour sticker on every box according to its destination. Compared to written instructions, these stickers will be much easier to see and interpret. This will speed up the unloading process!
- Make sure your new residence is ready for occupation before you move in. If possible, have all necessary work done beforehand (cleaning, painting, plumbing, carpentry...)
- Go through your current residence room by room and decide what you will keep or discard.
- Make an inventory of your possessions, in the event you need to submit a claim to insurers. Note serial numbers on devices that have them. Tip: use a camera or videocam for this inventory!
- Start packing things you don't use often. Also start sorting things you intend to discard or to offer in a yard sale. Tip: if you're making a donation, get a receipt for tax purposes.
- Put your frozen foods and preserves on the menu now to avoid moving them later.
- Learn about your new community or neighbourhood on the Web. Contact your new community's municipal offices: they often have welcome kits for new citizens.
- Reserve short-term storage space, if you won't have immediate access to your new residence.



4 weeks before The Big Day

Make sure you'll be connected!

Heat, light, running water and a phone are services you won't want to be without, even for a short time. Fortunately, these are things you won't have to carry with you. But you still have to make sure they'll be there when you arrive.

Checklist

- Contact your utilities and service providers including Cablevision and specify the disconnection date for your current residence (one day after your departure) and the connection date for your new residence (one day before your arrival).
- Arrange for cleaning of carpets, drapes and furniture as well as repairs you are expected to have done to your residence.
- Return books borrowed from your public library.
- Ask for return of things you have lent.
- Get rid of products that should not be transported, such as flammable liquids. Ensure appropriate disposal.
- Arrange for your personal travel if necessary. Contact your paper carrier to have home delivery terminated at the appropriate date.
- Hold a yard sale. Contact municipal offices for applicable regulations.
- Arrange for disposal of unsold items after your yard sale.

2 weeks before The Big Day

Rally your helpers!

As moving day approaches, you'll feel it in the air. Now's the time to make sure you can count on any additional helpers you might need. You should also show some consideration for the people who will be moving into your current residence.

Checklist

- Ask your friends or relations for their help on moving day.
- Prepare a list of useful information for the new occupants of your current residence.
- If you have valuables in a security deposit box, retrieve them.
- Find out what should be done to move your appliances appropriately and have them serviced if necessary.
- Defrost your refrigerator and freezer.
- Confirm your reservations with your movers.

1 week before The Big Day

Put your essentials aside.

Unavoidably, your home has become fairly disorganized. Still, you don't want to go without basic necessities in the few days before your departure and after your arrival. Set apart the things you'll need to keep by your side.

Checklist

- Assemble all the things you will be carrying personally (ex: jewellery, passports, etc.)
- Pack your last items in boxes marked "essentials" and set these aside. You'll load these last so you can retrieve them first on arrival.
- If you're not hiring movers, start dismantling your beds and other large furniture.
- Stock some sheets, towels and hand cloths in a dresser. You'll know where to find them for your first night in your new residence.
- Remove light bulbs and shades from lamps. Roll up the cords and tie them. Pack fragile light stands upright and pack sheets or other fabrics around them. Don't use newsprint, it might stain them.
- Stack dishes and records upright, not flat.
- Your children can mark their new address on their own boxes. This will help them learn their new address.
- Pack your suitcases and set them apart.
- Pay any outstanding bills you have with local merchants.
- Drain oil and gas from your lawnmower and other small motors.
- Drain fuel from heaters and grills.
- Bring a copy of your current phone book, so you can easily make calls to your former community after you move.
- Draw a map of your itinerary for your movers. Include your cell phone number so you can be reached during moving day.
- Prepare a kit with necessities for moving day: soap, hand towels and tissues, plastic plates and cups, alarm clock, first aid kit, flash light, playthings for children, check book, credit cards, identification, keys, basic tools.

The Big Day has arrived!

Oversee the operation!

The time has come to start loading! Because you have planned everything so thoroughly, your worries are minimal. You deserve a pat on the back!

At your point of departure...

- If you have hired movers, have someone on site at your former residence to give instructions and answer questions.
- Before signing, read the mover's bill of lading carefully.
- Check your closets and other storage areas, as well as the attic and the garage, to make sure nothing is left behind.
- Note readings on your electrical and gas meters.
- Leave a note with your address, in case mail is not redirected to your new residence.
- Carry your money and valuables with you, or use registered mail.

At your point of arrival...

- Have someone on site at your new residence to oversee unloading as it progresses.
- Verify that utilities and services are connected: electricity, gas, water, telephone.
- Set up the television first so children will be kept occupied and out of the way.
- If necessary, reignite the pilot light on the water heater, the furnace and the stove.
- Ensure that appliances are functional.
- Start by setting up bedrooms, then the kitchen.
- Note readings on the gas and electrical meters.
- Change the locks on all the doors of your new residence as soon as possible.
- Check with the post office to see if you have mail waiting.

So now you're familiar with the essentials of moving. All that's missing is this last bit of advice that applies to all stages of the operation: Don't pack away your good spirits!

True, moving is a long and sometimes tiring experience. But as Lord Baden Powell would tell his young men: A problem vanishes when you tackle it with a smile!

We hope this guide will help you throughout your adventure in moving. Cablevision wishes you all the best and hopes to continue serving your telecommunications needs in your new home.

cablevision.qc.ca
1 800 567-6353

CABLEVISION
A DIVISION OF BELL ALIANT

