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# Residential Moving & Packing Tips

**Print this handy checklist to help you with your move.**

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## **One Month Before Moving**

- Make any necessary travel arrangements (airline, hotel, rental car)
- Gather legal, medical and insurance records in a safe/accessible place.
- Set up an envelope to start saving moving receipts.
- Plan your moving budget.
- Call Metro Movers! (602) 242-1160 or toll free (877-242-1160)

### **Change of Address**

- Submit change of address with US Postal Service

### **Notify:**

- Friends and Family Members
- Banks, insurance companies, and other financial institutions
- Credit card companies
- Doctors, dentists, and other service providers
- State and Federal Tax authorities
- IRS
- Driver's License Bureau
- Magazine & Newspaper Subscriptions

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## **Two Weeks Before Moving**

### **Inform Utility Companies:**

- Gas
- Electric
- Water
- Cable
- Telephone
- Trash Removal

### **Sign up for Utility Services at new Place:**

- Gas
  - Electric
  - Water
  - Cable
  - Telephone (Local & Long Distance)
  - Trash Removal
  - Recruit Moving-day Help
  - Confirm Any Travel Arrangements
  - Confirm with Moving Company
  - Arrange to close or transfer bank accounts, if necessary
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