

**HANDLE YOUR MOVE LIKE THE SUPERSTAR YOU ARE.**

Our move-in checklist helps you stay on top of the details to make your move nice and easy.

**2 MONTHS BEFORE YOUR MOVE:**

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- Sort through your closets, drawers, and cupboards to weed out what you don't want or need. Determine what you're moving with you and what you're donating or selling.
- Inventory everything of value you plan to move and determine replacement values for insurance purposes.
- Obtain estimates from moving companies and choose one. (We can help make some good recommendations for you.)

**6 WEEKS BEFORE YOUR MOVE:**

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- Finalize the real estate needs for your home if necessary.
- Ask your current doctors for recommendation of doctors in your new community.
- If moving from out of town, make travel arrangements.
- Purchase your rental insurance policy.

**1 MONTH BEFORE YOU MOVE:**

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- Alert utility companies to disconnect services the day after you move and to have new service activated several days before you arrive at your new apartment.
- Clean rugs and have them packed for moving.
- If you're packing your place yourself, order supplies and start packing boxes.
- If necessary, arrange for storage at a near-by storage facility.
- Reserve the freight elevator at The Aster and confirm parking details.

**1 WEEK BEFORE YOU MOVE:**

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- If you're packing your house yourself, finish packing boxes.
- Complete change-of-address forms at the post office, and send notices to magazine subscriptions, creditors, friends and relatives, alumni organizations, credit cards, banks, and any other necessary companies and organizations.
- Confirm travel arrangements, if needed.
- Notify your employers of your new contact information.
- Arrange payment or deposit for movers.
- Confirm your move with The Aster team.
- Get cash to have on hand to tip movers.

**THE DAY BEFORE YOU MOVE:**

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- Pack suitcases you plan to move yourself with clothes, toiletries, jewelry, and important financial records and documents.
- Confirm with the moving company.
- Pack your first-night box.

**MOVING DAY!**

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- Load your car with your first-night box and anything else you don't want on the moving truck. Make sure to move the car out of the way of the moving van.
- Sign the bill of lading (ensure that the address and phone number are correct) and inventory, and keep your copies in a safe place.
- Accompany the mover as he or she inventories your possessions and makes condition reports.
- Lock windows, turn off lights, close doors, and take a final tour of your home after the movers have finished to make certain nothing is left behind.