

COVER PAGE GOES HERE

AntHill Moving Company

Helpful Moving Guides

Printable Checklists, Guides and everything else you need to make your move go smooth!

Moving Guide

Rest assured the act of moving doesn't have to overwhelm you. With a little forethought, a bit of due diligence and some good, old-fashioned organization, you can feel in-command and enjoy a successful move.

We are glad to provide a Moving Guide that comes with everything you need to have a smooth transition, with sections that break down this daunting event into small, manageable tasks:

## We are going to help you move with 6 helpful guides

Attachment A <b>TIMELINE</b>  Plan out when you are going to do things to make life a little more manageable	Attachment B <b>BUDGET</b>  Moving will cost money, so make sure you're ready for this added financial hit	Attachment C <b>MOVERS</b>  What are some questions you should ask a potential mover? We have some great things to think about to help you get started
Attachment D <b>INVENTORY LIST</b>  Take stock of everything you have. Don't expect them but Be ready for accidents and emergencies. You never know!	Attachment E <b>TIPS</b>  Clever tips and tricks that you probably never thought of	Attachment F <b>MOVING IN</b>  Some guidance on what to do BEFORE you start the unpacking process

## TASK TIMELINE

Let's face it, moving is stressful. That's why we've created a detailed moving checklist to help you stay on track. With some direction and this 8-week checklist for your upcoming move, you'll be sure to have everything done between now and the big day, leaving you plenty of time to celebrate.

### 8 Weeks out

#### **Create a Binder**

Having a database with information you will need on hand will prove to be useful really quickly. We recommend creating a virtual binder/folder (Maybe in Google Drive or Dropbox) that way you can pull up needed info on your phone no matter where you are.

#### **Make A Budget**

Attachment B is a simple template we conjured up to help you get started

#### **Be resourceful**

Look for what you have around the house that can be used to pack. Suitcases, Old plastic Totes, Shoe boxes, Baskets, etc.

#### **Schedule your Moving Supplies.**

[Check out our different bundle options!](#) We provide all the extra items you will need for a smooth transition. And if you find that you need more our Add-Ons are easy to... you know... ADD to your order. We will pick up all the supplies after your move is complete!

#### **Make Reservations and Call Helpers, if needed**

Reach out to movers or contact friends and family to help you move. If you decide to go with movers check out attachment 8 checklist of things to keep in mind when requesting movers.

#### **Request time off**

Contact your job and request off the Friday of moving weekend. You will thank us later and You're welcome in advanced.

**7 Weeks out****Purge**

Go through all your things and separate them into categories. Attachment E goes deeper into these categories and has some tips on how to purge efficiently

**Plan a Yard Sale**

Attachment E talks about a “Sell/ give away Pile”. Plan out the most convenient way for you to get rid of these items. Whether it be a Yard/Garage Sale at home or online.

**Find Schools**

If you have Kids Finding a new school maybe something on your to do list. Now is the time to determine what district you are moving to and get them registered the appropriate facility. Also remember to request transcripts for your kids from their current school. You will need to be prepared with this info when reaching out to the new school

**Get Some Help**

If you went for the paid option: Go over the Moving company quotes. Compare their services using the form in Attachment D. Ask questions!

If you went for the free option: Confirm the volunteers are free and will help on moving day.

**File or back up important documents**

Get all important documents saved to your online folder, a cloud, and/or filed in a safe place and pack it away in a clearly labeled bin. Some of these items may include but are not limited to birth certificates and passports for everyone in your home, all financial, legal, and medical (includes dental and optical) records in one place. Be sure to keep/transfer this bin with you to prevent theft.

**6 weeks out****Plan out your bins**

Decide what are the essentials for the first night in the new house. Fill out labels And add them to bins. Try our [Printable Labels](#) on your website. They are perfectly sized to fit our bin slots.

**Mark moving boxes that are fragile.**

You don't want textbooks stacked on top of your grandmother's china.

**Fix what's broken.**

Look around your home and contact the right people to address minor home repairs before moving out. If you live in an apartment, this might be the difference between getting your security deposit back, or not

### Secure your Vehicle

If you're moving cross country or just to the next state over, you should have your vehicles serviced. The last thing you want is to deal with a breakdown mid-move! If your move requires shipping your car, don't leave anything in it! Even things like spare tires and jacks have been reported to go missing.

### Make Sure Everything will fit

Measure doorways, stairways, and elevators to make sure all your furniture will be able to make it out. And then measure again.

### Pack a little every day.

You don't want to find yourself packing all of your belongings at the last minute.

## 5 weeks out

### CLEAN CLEAN CLEAN

Now it's time to tidy up your home! Purging and Packing are already messy activities. Making sure your space is clean and tidy beforehand will make the process easier. Make sure all your clothes, and dishes are washed and put away, nothing is on the floor or other surfaces, your bed is made, your bathroom and kitchen products are organized, and the house is dusted.

### SELL SELL SELL.

Remember how in the beginning of the month you planed how you would get rid of your things? If you haven't started already, now is the time to sell it. You should have picked a day or two for your yard sale so take it out and make some \$\$\$. If you decided against a physical yard sale. Start posting items to sell online for a virtual yard sale.

### PACK

Those items that aren't in the get rid of pile or needed for day to day living: Out of season clothes, décor items, games, exercise equipment, books, cleaning supplies, etc. Pack as many first day essentials as possible! Our clothing racks and medium bins are great for packing while still keeping your things accessible.

## 4 weeks out

### Notify ...

Necessary companies of your move and new address to transfer services. Check out our [Things to Remember Guide](#) on our website for some examples.

### Put items in storage

If you have large pieces of furniture or items that will not be going into your new home, and that you don't plan to sell or give away, rent a storage unit. Now is the time to pack them away.

**Use or donate**

Items that you can't pack or sell, such as frozen foods, cleaners (I.e bleach), and aerosol cans. Some shelters or food banks will take cleaners, dry foods, canned goods or frozen foods, hygiene products, sanitary grooming products ect.

If you're moving long distance, plan your route and book hotels.

**Don't forget your pets!**

Make sure your pets have ID tags for their collars. Request copies of vet records and get any necessary pet medication. If you're moving out of the country, make sure your pets have all the necessary vaccinations.

**2 weeks out**

**Patch**

Any and all holes in the walls from hanging items.

**Pick out outfits ...**

Reserve outfits for your first 3 days to a week and put them in your first day bag or suitcase. This way you don't have to make a mess scavenging through things just to find your sweatpants.

**Prepare some JAMZ**

Make a moving day playlist to enjoy while moving and unpacking.

**Last Chance Fixes**

Address any home repairs that you may have missed before moving out.

**2 days out**

**Get ready to go**

Now it's time to put your first week's clothes, healthy snacks, phone charger, laptop chargers, and daily toiletries in your suitcase or fist night bag.

**Do laundry.**

No one wants to move dirty clothes from one place to another. Laundry just becomes an extra task for you after moving into your new home.

**Clean your old home.**

Now that nearly everything is packed and ready to go, you can get your home ready for the new residents. Wipe down the windows, sweep the floors and vacuum the carpets. You can also take this time to make sure all your box's, bins and suitcases are all together near the exit and ready to go.

## Moving Day

### **Take care of yourself**

Make sure you wake up and take your time to get ready and eat breakfast. If you have kids make sure you give yourself ample time to get them together and/or distract them. No need to make an already stressful day even more stressful.

### **Get ready to go**

Now it's time to put your first week's clothes, healthy snacks, phone charger, laptop, laptop chargers, and daily toiletries in your suitcase or first night bag.

### **Pick up your equipment**

Go pick up that moving truck if you ordered one.

### **Keep calm and breathe**

A bunch of people are in and out your house; your stuff is being thrown all over the place; you don't know where anything is; if you have kids, they are all over the place; and you are tired. Take a minute and breath deep breaths. Remember this is what you wanted. Don't try to control too much and go with the flow. It will get easier as time goes on.

Welp that's all we got folks! Moving is going to have its challenges regardless of what you do. But hopefully this checklist helps a little.

See Attachment F for some guidance on what to do before starting the unpacking process.

## BUDGET

Moving can put a major dent in your finances. If all the preliminary payments to get your new pad aren't enough, you'll have a lot of moving expenses to cover too. Make sure you budget for everything to ensure you don't come up short on finances when you really need them.

### Before you Move

#### Storage

Will you need self-storage? Climate controlled? How much for first month and deposit? \$

#### Moving Supplies

Check out our bundle options @ moving.anthillco.com \$

#### Labor

Movers? Friends and family for free.99? \$

#### Transportation

Moving Truck (if not included in mover/labor price) \$

#### Food

Eating out? Finish what you have? \$

#### Moving Insurance

\$

\$

\$

\$

\$



Add some of your own moving budget items that apply to your situation

**Total** \$

### Move in Day

#### Food

Eat out or buy tons of groceries \$

#### Utilities

1<sup>st</sup> moth and switching fees \$

#### Home Essentials

Toilet paper. Cleaner, etc. \$

#### Emergency

Just in case of \$

\$

\$

\$

**Total** \$

**Grand Total** \$

Once you have gathered this information you can start making some decision

## Mover Info

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Reservation Date: \_\_\_\_\_

Cost Estimate \_\_\_\_\_

Ask for and collect References

Confirm your moving company is licensed and insured by verifying their **Department of Transportation number** (also referred to as a DOT number). You have enough to think about when moving, make sure worrying about whether your belongings are safe isn't one of them.

DOT# \_\_\_\_\_

The movers you hire may not be qualified to move some larger (or more expensive) items, so you may need to hire a specialty mover.

- What exactly will the movers move?

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- What will the movers **NOT** move.

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Are their mover's employees, or do they contract out?

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What is included in the price? (i.e Moving truck? Dollies? Fuel costs?)

# INVENTORY

Item	Qt.	Value
<b>BEDROOMS</b>		
Bed Mattress, King		
Bed Mattress, Queen		
Bed Mattress, Double/ Full		
Bed Mattress, Twin		
Bed Mattress, Water		
Bed Mattress, Air		
Bed Frame, King		
Bed Frame, Queen		
Bed Frame, Double/Full		
Bed Frame, Twin		
Bed Frame, Bunk		
Futon/ Convertible Bed(s)		
Nightstand(s)		
Chest of Drawers		
Dresser(s)		
Desk(s)		
Chair(s)/ Lounge(s)		
Mirror(s)		
Lamp(s)		
Vanity		
Blankets		
Pillow, Sleeping		

Item	Qt.	Value
<b>NURSERY</b>		
Changing Table		
Toy Chest		
Cradle		
Toddler Bed		
Crib		
Playpen		
Stroller		
Toys and Games		
<b>HALLWAYS/ ENTRYWAYS</b>		
Bench(s)		
Coat Rack		
Pedestal		
Statues/ Busts		
Art/ Wall Décor <sup>1</sup>		
Picture Frames and Photos		

<sup>1</sup> Art/décor in all areas and rooms of the house

# INVENTORY

Item	Qt.	Value
<b>LIING ROOM</b>		
Wall Shelf		
Bookcase/ Shelf(ves)		
Chair, Arm		
Chair, Lounge		
Chair, Overstuffed/ Pouf		
Chair, Recliner		
Chair, Rocker		
Chair, Chaise Lounge		
Credenza		
Media Center		
Ottoman		
Rug(s)		
Fireplace Fixtures		
Fan(s)		
Coffey Table		
Side Table		
Pillows, Throw		
<b>DINING ROOM</b>		
Dining Table		
Dining Chairs		
Chandelier		
China Cabinet		
Hutch/ Armoire		

Item	Qt.	Value
<b>KITCHEN + LAUNDRY</b>		
Portable Barbeque Grill		
Bar		
Bar Stools		
Microwave		
Refrigerator		
Stove/ Oven		
Dishwasher		
Cabinets/ Shelves		
Chairs		
Kitchen Table		
Toaster Oven		
Electrical Appliances <sup>2</sup>		
Wine Rack		
Pots + Pans		
Set of Dishware <sup>3</sup>		
Set of Flatware <sup>4</sup>		
Set of Glassware <sup>5</sup>		
Baking Pans		
Washer/ Dryer		
Ironing Board		
Steamer		
Vacuum		
Garbage Can(s)		

<sup>2</sup> Crockpot, instapot, Stand Mixer, Waffle maker etc.

<sup>3</sup> Set of plates + bowls

<sup>4</sup> Set of fork, spoon, and knife

<sup>5</sup> All cups

# INVENTORY

Item	Qt.	Value
<b>BATHROOMS</b>		
Shower Curtain		
Toiletries		
Bathroom Shelves		
Grooming Equipment <sup>6</sup>		
Shower Seat		
Bath Towels		
Floor Towels		
Clothes Hamper		
Medical Drugs and supplies		
Toilet bowl cleaner		
Toilet Plunger		
<b>CLEANING</b>		
Mop		
Broom		
Vacuum		
Detergents		
Bleach		
Sponges		

Item	Qt.	Value
<b>ELECTRONICS</b>		
Camera/ Video Equipment		
Computer/ Laptop		
Computer Accessories <sup>7</sup>		
Speakers/ Stereo System		
Headphones		
DVD Player		
Video Game System		
Telephone		
Tablet		
Router		
Monitors		
Television		

<sup>6</sup> Razer, flat iron, blow dryer, etc.

<sup>7</sup> Printer, mouse, keyboard, cords, , etc.

# INVENTORY

# INVENTORY

Add some of your own categories and items for your needs



## Tips and Hacks

### How to Purge Efficiently

It's time to get rid of the clothes you never wear and the clutter you never use! Here is a guide to help you purge those items you don't need. This may take a few days so be patient with yourself.

#### **Step 1 – Categories**

Write down the categories of items to go through. Here we have a few to help you get started in Attachment B. Feel free to add more if we missed something. Maybe decide to do 1 category a day so it's not so overwhelming

#### **Step 2 – Take EVERYTHING out**

Pick a category and take all the items in that section out of its place and in a pile.

#### **Step 3 – Sections**

When purging have a plan. Create a keep, trash, donate and maybe pile. Having organized sections will keep you organized and you moving faster

Note: We recommend putting the item where it belongs as the "keep pile", have a trash bag handy as the "trash pile", and boxes handy as the "sell/donate pile". This way you eliminate the step of cleaning up your items after you purge.



#### **Step 4 – Touch a Go**

Touch each item on the bed 1 at a time and put it in its designated Section. Consider using the Marie Kondo method "if it doesn't bring you joy" donate or trash it. Don't forget to go back to that maybe pile at the end.

#### **Step 5 – Get Rid of it**

Take out the trash. Sell all the items you can and donate the rest. Removing the old from your space will make you feel a sense of accomplishment.

### Think Ahead

#### **Keep it together**

To avoid cluttering the house with packed and unpacked items, clear a large area in the house where completed/filled boxes, bins and suitcases can be stored until moving day. This can be a front room, garage, shed, anywhere that is near the exit to the truck

#### **Plan how to move fragile or unusual items**

such as guns, pianos, fine art, pool tables, safes, etc. The movers you hire may not be qualified to move some larger (or more expensive) items, so you may need to hire a specialty mover. Make sure you're aware of exactly what the movers you hired will and will not move.

**Take photos of all electronics before unplugging them.**

This will help jog your memory when you're reconnecting things such as your TV and stereo.

**Furniture Disassembly**

Put all your hardware in labeled baggies for easy furniture reassembly.

**Measure twice – move once!**

Measure doorways, stairways, and elevators to make sure all your furniture will fit.

**Clean as you pack.**

All your cleaning supplies should be packed and in one place. As you pack an area clean it, so you don't have to go back to it later. Remember to put cleaning items away after use so you don't forget anything.

**Reduce the amount of heavy lifting**

By packing books and full binders in suitcases instead of a box. Your back and arms will thank you.

**See what's flammable**

DO NOT... I repeat DO NOT transport flammables in a regular box or bin in a vehicle. Be safe and protect yourself, your things and others. We offer rolling flammable cabinets as an Add-On.

Some items include but are not limited to:

- Aerosol cans,
- Linseed oil,
- Gasoline,
- Turpentine,
- Paint thinner, and
- Batteries.

## 5 Move In

**CONGRATS you're out! Now it's time to unpack and get this show on the road. But the first night is crucial, so we thought we would give you a little guidance. Follow these tips to make your space livable until you get everything organized**

### Tip 1: Clean Clean Clean!

- A pretty self-explanatory step. Scrub down as much as you can in the bedroom bathroom and kitchen before you unpack anything. You want everything fresh and clean for your things.

### Tip 2: Make your Bed

- After a long day of unpacking the last thing you want to do is make your bed. SOOO do it before you start unpacking

### Tip 3: Set up your essential toiletries

- Put your hand soap, facewash, toothbrush and toothpaste by the sink.
- But your body soap in the shower. And put up the shower curtain if necessary

### Tip 4: Go Grocery Shopping.

- The most important step in this entire guide!

### Tip 5: Entertainment

- You're going to get tired of unpacking eventually. Be sure to have your TV set and games up OR put your laptop on an easily accessible place (like your made bed)

### Tip 6: Leave a Pathway

- You most likely will have a bunch of stuff all over the place. Keep clear paths to the door, bathroom and kitchen for easy access while going through the unpacking process.

**That's all we got! Hopefully it helped you start your next chapter with a little less stress. Check out our website for other resources such as printable labels and dorm packing guide. When you are done packing just stack your bins and we will pick up all your rented supplies**