

PRE-LOCATION CHECKLIST

Print the page and check off each task as soon as it is completed.

TIME AHEAD			
12-3 months	Read the Tools for Buying and Selling sections on this website for essential information about the process.		
	Find an area brokerage with relocation expertise. Conduct phone, fax and possibly on-site interviews in order to make the best choice.		
	Study details about the area such as cities and towns, schools, local libraries and demographics. (Salt Lake Valley information available through the www.slrealtors.com website)		
	Consider what you would like regarding your new home. Make sure you provide your REALTOR® with a written list of your requirements either through email, fax or in person.		
	Choose a REALTOR® to help you with the sale of your current home.		
	Prepare your home and work with your REALTOR® to show your home and secure a rapid sale.		
12 weeks	Call three moving companies to discuss estimates.		
	Find out what money and banking transfers will be necessary, and the best way to make them.		
8 weeks	Rent a mail box in a central Salt Lake location - - a useful protective measure in case of delays or gaps in the relocation process.		
	Change address for magazine subscriptions, giving destination house address if it is available, or new P.O. Box number		
	Choose moving company and make arrangements. Ask about and note delivery time.		
	Make travel arrangements; book flights.		
	Arrange short-term rental of furniture or essentials. (Belongings may take more time than you to reach your new home)		
	Gather pet vaccination and treatment records.		
	Arrange for pet transportation.		
	Open bank account's in new city.		
	Order check books on new account.		
2 weeks	Change address for:	Drivers License	
		Voter Registration	
		Charge Accounts	
		Bank Accounts	

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		Credit Cards	
		Loan companies	
		Homeowner's Insurance	
		Investment Accounts	
		Life insurance companies	
		Investment Counselor	
		Doctors	
		Dentists	
		Family, Friends	
		Finance Companies	
	Gather and pack for handcarrying:	Travel and setting-in needs	
		School transcripts, class descriptions	
		Birth certificates, drivers licenses, all personal papers.	
		Medical Records	
		Address Books	
		Dental Records	
		Insurance Records	
		Prescriptions	
		Moving Company documents, including contact information for the destination city.	
		Inventory of personal belongings and valuables.	
		Valuables	
		Checkbooks and bankbooks	
	Transfer funds to new banks		
1 week	Request final billing and supply final date for:	Water/Sewer/Garbage Service	
		Television Services (i.e. cable or satellite)	
		Gas	
		Electricity	
		Newspapers	
		All Contracted Services	
	Arrange mail forwarding at the post office		
	Moving and Packing		
MOVE	CONGRATULATIONS ON YOUR NEW HOME!		

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