COLDWELL BANKER REALTY

PANHANDLE REAL ESTATE · PC · PCB · 30A · DESTIN

THE MOVING PACK

Getting Ready to Move

Timelines, utilities, closing day, and a room-by-room final clean — everything in one place, so nothing gets left behind.



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Two Months Out & One Month Out

The calmest moves start early and boring. Do the sorting and booking now, while every option is still open.

Two Months Out

- ☐ **Sort room by room.** Donate, sell, or toss what you won't pay to move — be ruthless with the garage and the closets.
- ☐ **Book the muscle.** Get quotes from at least two movers, or reserve the truck and line up your helpers.
- ☐ **Gather the paper trail** you'll carry by hand: medical, dental, school, and vet records, vehicle titles, closing documents.
- ☐ **Order supplies** — boxes, tape, markers, packing paper — and a different tape color for every room.
- ☐ **Photograph your setups** — electronics wiring, shelf arrangements, anything you'll want to recreate.
- ☐ **Start eating down** the pantry and freezer; movers won't take perishables.
- ☐ **Sellers:** line up any repairs you promised a buyer now, so they're finished — not negotiated — at the end.

One Month Out

- ☐ **File the USPS change-of-address** and work the Change of Address page at the back of this pack.
- ☐ **Call utilities at both ends** and schedule stop/start dates — the Utilities page has the fill-in sheet.
- ☐ **Pack a room at a time,** labeling every box with the room and a short contents list. Photograph box contents you'll need fast.
- ☐ **Set up a "do not pack" zone:** documents, chargers, medications, jewelry, the coffee maker.
- ☐ **Confirm building logistics** — elevator, dock, or parking reservations if your building or HOA requires them.
- ☐ **Arrange pet and kid plans** for moving day: a quiet house, a sitter, or a friend's place.
- ☐ **Use up what can't move** — cleaning chemicals, paints, and open pantry goods movers won't transport.

Two Weeks Out & One Week Out

This is where moves are won: confirmations, first-night boxes, and the wire-instruction check that protects your closing funds.

Two Weeks Out

- ☐ **Confirm the movers** — date, arrival window, addresses, and payment terms, in writing.
- ☐ **Finish promised repairs** if you're selling, or get the last ones scheduled with dates.
- ☐ **Back up computers and phones.** Moving week is when devices get dropped, lost, or packed.
- ☐ **Set aside final-clean supplies** (or book a cleaner) — broom, all-purpose cleaner, trash bags, paper towels.
- ☐ **Plan the last meals** so the kitchen can be packed: simple, minimal-dish cooking for the final three days.
- ☐ **Return and retrieve** — library books, borrowed tools out; dry cleaning and repairs back in.
- ☐ **Give notice where needed** — landlord, HOA, parking, storage unit — per your agreements' timelines.

One Week Out

- ☐ **Pack a first-night box per person:** bedding, towels, toiletries, two days of clothes, chargers, medications.
- ☐ **Pack a kitchen basics box:** one pan, utensils, coffee maker, paper goods, dish soap, a trash bag.
- ☐ **Empty the fridge and freezer** — defrost if the fridge is moving with you or staying per the contract.
- ☐ **Confirm closing** — time, place, and what to bring. The Closing Day page in this pack has the list.
- ☐ **Verify wiring instructions by phone** with the title company at a number you already trust. Instructions never change by email — treat any emailed change as fraud until proven otherwise.
- ☐ **Drain fuel** from mowers and grills if they're being moved; movers can't take flammables.
- ☐ **Sleep.** Seriously. The last week tempts all-night packing; a rested move is a safer one.

Moving Day — and the Final Sweep

Moving day runs on checklists, not memory. Keep your documents, keys, and phone on your person — never on the truck.

Moving Day

- ☐ **Be there for load and unload,** or have one decision-maker who is. Crews move faster with one point of contact.
- ☐ **Check rooms off as boxes come off the truck** against your box inventory.
- ☐ **Note any damage** on the paperwork before the crew leaves — photographs help.
- ☐ **Keep keys, remotes, and closing documents with you** from start to finish.
- ☐ **Take final meter photos** at the old home — electric and water — for your last bills.
- ☐ **Feed people.** Water, coffee, and an easy lunch keep a crew (and a family) moving.

Sellers: Before You Leave the Old Home

- ☐ **Do the slow walkthrough** — every closet, the attic, the garage, under the stairs, the outdoor storage. Check twice; moving trucks leave once.
- ☐ **Leave what's promised in one labeled spot:** keys, garage remotes, mailbox keys, gate fobs, appliance manuals, and any warranties.
- ☐ **Switches off, valves closed** — lights, fans, and the water heater set per your closing instructions.
- ☐ **Cancel or transfer the homeowner's policy** effective after closing — never before; you own the risk until the deed records.
- ☐ **Photograph the empty home** room by room. It's your record of the condition you handed over.

> **The "essentials" rule**
> If you'd be miserable without it in the first 24 hours, it travels with you — not in a box, not on the truck. Documents, medications, chargers, one change of clothes, the coffee maker.

Clean Before Closing — Room by Room

Unless your contract says otherwise, the standard is **broom-clean and empty**: everything out, surfaces wiped, floors swept or vacuumed. This list gets you comfortably past that bar.

Kitchen

- ☐ Empty every cabinet and drawer; wipe inside and out, including handles and knobs.
- ☐ Clean the oven, stovetop, microwave, and refrigerator — inside and out; leave fridge doors cracked if it stays unplugged.
- ☐ Degrease counters and backsplash; shine the sink and faucet; run the disposal with ice and citrus.

Bathrooms

- ☐ Scrub tub, shower, and tile; clean the toilet inside and out, base included.
- ☐ Wipe mirrors, counters, and cabinet fronts; wash the floors, corners included.

Living Areas & Bedrooms

- ☐ Vacuum out closets; dust ceiling fans, vents, and baseboards.
- ☐ Wash windows on the inside; spot-clean wall scuffs; sweep, vacuum, or mop every floor.

Laundry, Garage & Outside

- ☐ Wipe down the washer and dryer; empty the lint trap.
- ☐ Sweep the garage and driveway; remove all trash and anything the contract doesn't include.
- ☐ Mow and edge one last time; sweep porches and walkways; leave paint cans and chemicals only where local rules and your contract allow.

> **Short on time?**
> A professional move-out clean typically costs less than a repair dispute at the walkthrough. If the week gets away from you, book one — and keep the receipt with your closing papers.

Closing Day

Closing itself usually takes about an hour. Show up with the right things and the right expectations, and it's the easiest page in this pack.

Bring

- ☐ **Government photo ID** for everyone who is signing — driver's license or passport, unexpired.
- ☐ **Funds to close,** wired ahead of time per the title company's verified instructions, or a cashier's check if that's the agreed method.
- ☐ **Keys and access devices** (sellers) — house keys, garage remotes, mailbox keys, gate and amenity fobs.
- ☐ **Proof of insurance bound and paid** (buyers) — your lender will require it before funding.
- ☐ A phone charger, your questions list, and a pen you like. You'll sign a lot.

Before You Sign

- ☐ **Final walkthrough done** — the home is in the promised condition, agreed repairs are complete, and nothing extra was left behind.
- ☐ **Closing disclosure matches** what you reviewed three days ago — flag any number that moved.
- ☐ **Names and details are right** — spelling on the deed matters more than it sounds like it does.

Right After

- ☐ Keep the full closing package somewhere safe — tax time and insurance renewals will ask for it.
- ☐ Confirm utilities transferred into the right name on the right date (next page).
- ☐ Change the locks or reset every door code.
- ☐ If this is your primary Florida home, calendar your homestead exemption filing — due to the county by March 1.

Utility Providers — Set Up Before You Arrive

Line up service ahead of time — most providers let you schedule start dates once you have a closing date. The goal: everything live at the new home on day one, and nothing still running in your name at the old one.

Internet & Cable TV

Book the installation appointment for arrival day or the day after — installer visits book out, so schedule as soon as your closing date is set.

Company: _____ Phone: _____

Website: _____ Install date: _____ Confirmation #: _____

Electric

Start or transfer service effective closing day, so the home is powered the moment you get the keys.

Company: _____ Phone: _____

Website: _____ Start date: _____ Account #: _____

Water & Sewer

Put water in your name effective the closing / move-in date — a gap can mean a shutoff and a reconnect fee.

Company: _____ Phone: _____

Website: _____ Start date: _____ Account #: _____

Gas

Transfer or start effective closing day. If the home uses propane, confirm the supplier and the tank level at closing.

Company: _____ Phone: _____

Website: _____ Start date: _____ Account #: _____

Trash & Recycling

Start service for your first week, and confirm the pickup day plus when carts will be delivered.

Company: _____ Phone: _____

Website: _____ Start date: _____ Pickup day: _____

Phone & Home Security

Update your mobile account's service address for E911, and re-point security cameras and smart-home apps once the home is yours.

Company: _____ Phone: _____

Website: _____ Start date: _____ Account #: _____

Your First 48 Hours

- ☐ Water on — run every faucet and check under sinks for leaks.
- ☐ Electric on — test the breaker panel, air conditioning, and water heater.
- ☐ Internet / cable installed and Wi-Fi live.
- ☐ Trash pickup day confirmed and carts in place.
- ☐ Locks changed or door codes reset — the house is yours now.

Change of Address

One move, dozens of address books. Work this page top to bottom and your mail, bills, and accounts will land in the right place.

Leaving — Old Address

Street: _____

City / State / ZIP: _____

Last day at this address: _____

Arriving — New Address

Street: _____

City / State / ZIP: _____

Move-in date: _____

First: The Post Office

☐ **File the USPS change-of-address** (online at usps.com or at any post office) about a week before the move, and set mail forwarding to start on your move date. Forwarding is a cushion, not a substitute for notifying everyone below.

Government & ID

☐ DMV — driver's license & vehicle registration (new Florida residents transfer both)

☐ IRS

☐ Social Security Administration

☐ Voter registration

Insurance

☐ Homeowners / renters

☐ Auto

☐ Life & health

☐ Flood policy, if you carry one

Money

☐ Banks & credit unions

☐ Loan & credit card companies

☐ Financial advisor & accountant

☐ Retirement & investment accounts

Home & Utilities

☐ Every provider on the utilities page — stops at the old home, starts at the new

☐ Smart-home apps (doorbell, thermostat, alarm monitoring)

☐ Lawn, pool & pest services

Subscriptions & Deliveries

☐ Amazon & delivery accounts

☐ Streaming services

☐ Gym & club memberships

☐ Retail & loyalty accounts

Health, Work & Family

☐ Employer & payroll

☐ Doctor & dentist

☐ Veterinarian & pharmacy

☐ Schools & childcare

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