

# THE BAYLEY *BH* HAY TEAM



GETTING READY  
TO MOVE IN

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Neil Bayley-Hay\*\*  
Direct: **705-722-5400**

# FOREWARD AND ACKNOWLEDGEMENTS

This guide has been prepared to introduce you to the process of home ownership.

I have attempted to be as accurate as possible using all data current at the time of development. Please note that different programs and legislation affecting various aspects of real estate change frequently.

In light of that, the reader should always verify any information regarding any concerns that he or she may have with an appropriate source, be it Realtor, lawyer, financial institution or government agency.

Here's to Your Wealth Through Real Estate,

Neil

Thank you to Re/Max Atlantic Canada for the extensive knowledge base they have provided from which I could draw. Without that, along with my years in real estate and the expertise of my team, this would not have been possible.

## Making Your Move Easy

# GETTING READY TO MOVE IN



1. What to Expect on Moving Day
2. Ways to Reduce the Cost of a Move
3. Moving Checklist
4. Change of Address
5. Moving Calendar

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# GETTING READY TO MOVE IN

## What to Expect on Moving Day

Saying good-bye to one neighbourhood and discovering a new one is an exciting adventure. But let's face it, at the end of your home-buying process you may find yourself exhausted. After all, the other obligations in your life have not paused.

What's more, now there's another cost — moving. Whether you hire professionals or strong-arm friends into helping, be prepared for the cost of the move. Here are some suggestions on how to reduce the cost of your move, but let's first look at how to prepare for the big day.

You will have noticed that your possessions expand to fill the space allotted. Guess what, if you're moving into a larger home, you'll be gathering more stuff, so start out right.

- Don't take it all. Before you pack it all into boxes and cart it to a new location, take a good look at everything and find out what you can live without. This is a great time to have a garage sale and what doesn't sell, you can give away to charity.
- Have all of your change of address cards filled out months in advance. You'll want to notify friends, family, businesses, organizations you're a member of, etc. Have the cards ready to mail once the deal is closed. Redecorate before the move. Sometimes it isn't possible, but if you have the chance to work without the obstructions of furniture, you'll find that you can get twice the work done in half the time.
- Put the utilities in your name. Hydro, water, gas are the first companies to call. But don't forget to coordinate your telephone and cable service. Of course, you'll want to let the companies servicing your old home know when to disconnect service there.

## Get Packing

You'll want to ensure that each item you own is well packed to minimize damage during travel. Whether you're moving around the corner, across town or across the country, the moving process is always the same.



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## To Hire Movers or Not to Hire Movers?

If you hire movers to pack for you, they'll descend on your home with a crew of experienced packers who will seal, pad and itemize everything you own in a day or two.

During the move, you'll want to make sure you're insured while your belongings are in transition. Many moving companies also offer additional insurance.

On moving day, go through the house with the crew supervisor and have him take note of any special instructions. If there are items you will need first in your new home (like a crib) make sure they put it in the moving van last. The movers will also make note of the condition of your goods on a master list. It is your responsibility to make sure it's accurate.

After the van is unloaded and your goods are unpacked, inspect everything and make note of any damage. While movers do unpack, they don't put dishes or linens away.

If you are undertaking the packing process by yourself, it will take time. Pack well in advance, and take note of what you can really live without. You'll have items that need special attention and other items that need to be disassembled. Label each box in detail and, if you know where it will go in your new home, put the destination on the box.

- Pack what you need most last!
- Label each box carefully!
- Designate a destination!

You'll also want to pack a box of essentials. These are items you're likely to use once you arrive in your new home. Include items like:

- toilet paper
- soap
- toothbrushes and toothpaste
- paper towels
- garbage bags (a lot of them!)
- paper plates, cups and plastic utensils
- can opener
- hammer, screwdrivers, pliers
- a flashlight
- some light bulbs
- snacks and drinks
- a radio

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## Ways to Reduce the Cost of a Move

There are many ways to reduce the time and cost required to complete your move. No single item will greatly lower your costs, but any combination of the following can produce significant savings.

1. Start the move as early as possible. Late starts, particularly on large moves, can have a psychological as well as physical effect on both the crew and you. Overtime can become a factor as well.
2. Be ready when the movers arrive. Make certain that all small items, including lamps, pictures, small mirrors, lampshades, dishes, books, etc., are packed prior to the arrival of the movers. Use cartons that can be sealed. Follow our 'Packing Tips' carefully. We can supply you with all the materials necessary to ensure a proper packing job. Keep in mind that the costs of these materials may be outweighed by the extra cost of the move, should it take longer due to improper packing. Mark the cartons clearly to ensure proper placement in your new residence.
3. Discard unwanted items prior to the move. Have a garage sale for items that you no longer consider useful. Don't pay to move what you don't need.
4. Have the cars out of the driveway. Otherwise the moving van may block them in. If the truck has to load off the street, try to ensure that there is a parking spot specifically reserved for the movers.
5. If you are moving from an apartment, have the elevator on service and meet the crew when they arrive in the moving room.
6. In the winter, make sure the driveways and walkways are clear and salted to prevent slipping.
7. Remove all items that you are moving yourself prior to the arrival of the movers, so they won't be in the way during the move.
8. Move small plants yourself. The movers will move large plants at the customer's risk, if desired.
9. Disconnect all appliances and remove hoses completely from the washer and the dryer to prevent scratching and soiling of walls and floors. Place the hoses inside the washer to ensure that you will find them later.

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10. Bring garden tools, lawn mower, patio furniture, etc. from the backyard to the front.
11. Bring small items and cartons up from the basement and put them in the garage for quicker access.
12. Disassemble swing sets and other large items. If you're moving in winter, plan ahead to prevent them from freezing in the ground.
13. Disassemble all beds. Movers assume that waterbeds will be drained completely and disassembled prior to their arrival.
14. Take mirrors off the dressers. Wrap the screws and tape them into the top right-hand drawer of the dresser.
15. Take the legs off large tables and handle carefully to avoid damage.
16. Remove screen door plungers and any doors that had to be removed when you moved in.
17. Walk through the house when the crew first arrives and point out the things that are not to go, as well as items you are especially concerned about.
18. Make yourself available at all times in case of questions.
19. Try to keep children from getting in the way of the movers. Remember this is a big day for them, and try to be as patient as possible.
20. Assist in carrying small items, boxes, etc. Do not attempt to carry heavy items requiring two people. The movers are experienced at working together.
21. Check the house thoroughly prior to the departure of the crew. The driver is instructed not to leave until you are satisfied that they have loaded everything that is to go.
22. Be organized at the new house. Have someone at the door to direct the movers. This will eliminate confusion about where to place items.

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23. Pack and unpack the clothing wardrobe cartons you rented, or which the movers supplied on the day of the move, while the movers load and unload the truck. Make sure they're one of the last things to go onto the truck. This way, you can unpack the wardrobe cartons quickly and the movers can take them when they leave, thus avoiding additional rental costs.
24. Reassemble items on your own where possible to save time and the cost of having the movers do it.
25. Pick a closing date that is unique and not end of the month.
26. Think about where your moving from. (i.e. elevator to large building may be busy)

The items listed above are just some of the money-saving tips you can try. The most important suggestion we can make is to be organized. Your move should be an enjoyable event, and a little planning will ensure you and your family have a great move.



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## Moving Checklist

### 1. Book the Movers

You can choose to have your movers pack everything, or just the breakables, or you can pack yourself. It is a good idea to obtain estimates from several different companies and ask for complete references.

### 2. If You Own Your Present Home

- Arrange to have your gas, water and hydro meters read on the day you leave and forward the bill to your new address.
- Have the oil tank read and filled before your sale closes (unless stipulated otherwise in the offer).
- If the water heater or furnace is rented, arrange for a transfer of the rental agreement to the purchaser.
- Disconnect your telephone, cable and water softener.

### 3. If You Rent Your Present Home

Give necessary written notice to your landlord and make arrangements for the return of any money you have on deposit.

### 4. At Your New Home

Make arrangements for the gas and electric utilities, water softener, telephone and cable to be connected on the day the sale closes.

### 5. General

- Get change of address cards from the post office and send out well before moving day.
- Have the post office forward your mail to your new address.
- Cancel any contracted services and pre-authorized cheques.
- Inform gardening, dry cleaning, garbage pick-up, newspapers, magazines and other home services. Arrange for service at your new address.
- Cancel or transfer social, athletic, civic, religious or business affiliations and memberships.
- Arrange for transfer of medical, dental, prescription and optical records.
- Change the address on your driver's licence(s) effective the day of the move.
- Collect all items out for cleaning, repair or storage (e.g. dry cleaning).
- Make special arrangements for the moving of your pets.

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## Change of Address

There are many people you'll want to inform about your new location. Use this worksheet as a guide.

- Relatives and friends
- Landlord (if necessary) - remember you must give two months' notice.
- Insurance broker
- School(s)
- Post office
- Phone company
- Hydro company
- Gas (or oil) company
- Cable company
- Doctor
- Dentist
- Lawyer
- Veterinarian
- Bank
- Employer
- Tax dept.
- Family allowance dept.
- CPP/QPP
- Old age security
- Motor vehicles license
- Credit cards
- Clubs, associations, charities
- Subscriptions:
  - Newspaper
  - Magazines
  - Book, Tape, Video Club
- Other



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## Moving Calendar

Moving can be an overwhelming experience. You may already be cringing at the thought just looking around at your current home. Use the following chart to help you plan a successful, stress-free move.

### Two Months Before Your Move

- Interview movers (book your truck if you're not using professionals)
- Start collecting boxes (if they're not being provided by the mover)
- Sort your belongings into what is coming with you and what's not

### Six Weeks Before Your Move

- Begin writing your moving notices (use the checklist as a guide)
- Plan your garage sale
- Start packing items you don't use regularly

### One Month Before Your Move

- Contact the utilities and make arrangements to transfer services
- Contact phone and cable companies
- Two Weeks Before Your Move
- Confirm your movers (either professionals or friends)
- Book the elevators (if you're moving into or out of a high-rise)

### One Week Before Your Move

- Call us and arrange for a pre-closing inspection
- Make an appointment to see your lawyer and review details
- Contact your lender and ensure that funds are available
- Have all of your valuables gathered and begin packing them in suitcases for personal transport
- A few days before your move, begin defrosting and drying out the freezer

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## On Moving Day

- Keep your moving file on hand
- Organize your belongings so that they end up in the right room
- Begin unpacking any items provided by the movers which will incur daily usage charges after the move
- Try to relax



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NEIL BAYLEY-HAY\*\*  
ZACH BAYLEY-HAY\*  
MIKE WILKINSON\*  
FRASER BAYLEY-HAY\*\*  
DAWN MACDONALD\*

Direct 705-722-5400  
[www.RealEstateInBarrie.ca](http://www.RealEstateInBarrie.ca)



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HALLMARK CHAY REALTY  
Brokerage, Independently Owned and Operated | RAISING THE BAR  
Broker\*\*

112 Caplan Avenue  
Barrie, ON L4N 9J2

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