

AFTER THE SALE CHECK LIST



The following is a list of things you need to do before you move...

- If you haven't already done so, arrange for a lawyer – your realtor can provide you with some names of local firms, if you don't have someone in mind.
- Book the movers. It's a good idea to obtain estimates from several different companies.
- Make special arrangements for moving the perishables, such as plants.
- Make special arrangements for the moving of your pets.

If you OWN your present home:

- Call the gas and electric companies to advise them you are moving and arrange to have the meters read on the appropriate date.
- If your water heater is rented, arrange for the transfer of the rental agreement to the new owners.
- Instruct your heating oil supplier to fill the tank on the appropriate date.
- Advise the telephone, cable and internet companies of your move and have them discount their services on the appropriate date.
- Advise all your present service companies of your new address so final billings may be directed to you.

If you RENT your present home:

- Give necessary written notice to your landlord, and arrange for the return of any money you may have on deposit.

At your new home:

- Arrange with the gas & electric utilities, telephone, cable & internet companies to be connected on the day the sale closes.

General:

- Obtain "Change of Address" cards from the post office and send out well in advance.
- Have the post office forward mail to your new address.
- Inform gardening, dry-cleaning, newspapers, magazines, diaper and other services.
- Arrange for services at your new address.
- Transfer trust or bank accounts and securities. Obtain a letter of introduction from your current bank to help establish new accounts.
- Inform all creditors (Visa, MasterCard, Amex, etc.) of your new address and the date it becomes effective (don't forget pre-authorized payments).
- Cancel or transfer social, athletic, civic, religious or business affiliations and memberships.
- Arrange for the transfer of medical, dental, prescription and optical records.
- Garage Sale – Consider having one to dispose of unwanted clothes and furnishings.
- Collect all items out of cleaning, repair or storage.
- Safely dispose of all flammable liquids as it is illegal for movers to carry them.
- Driver's licences & health cards – change of address effective the day of your move.
- Arrange with your lawyer for access to the keys of your new home.
- Obtain a supply of boxes for moving and devise a colour code system for the various room designations.
- Leave a note in the house with your address for the new occupants so they can forward your mail.

Compliments of...

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