**ULTIMATE MOVING CHECKLIST**
**(PROVIDED COURTESY OF KRISCHE, FEDEWICH & WITT, NOTARIES PUBLIC)**

Advance-Planning, Appointments & Logistics:

- Hire a notary or lawyer – Pro Tip: for great service, contact Krische, Fedewich & Witt: 604-576-9468
    - Schedule signing appointment (for a few days before your Completion date).
    - Obtain bank draft for remainder of down payment (purchase; notary to advise amount)
- Sign mortgage documents with your lender/ mortgage broker (purchase)
- Pack - Pro Tips: take photos of electronics before unplugging them so that you know how to hook them up again; label all boxes (item name and room they belong in) so you can easily unpack; pack valuable items separately so you can personally transport those items on moving day; pack an "essentials" bag with snacks, toilet paper, clothes, medications, and phone charger.
- Arrange moving company.
- Arrange cleaners.
- Arrange for storage of your stuff, if required. (ex: extended time between sale and purchase)
- Arrange key release/pick up time and location with your realtor (for your possession date).
- Plan childcare, pet care - Pro tip: if you are completing a local move and have young kids and/or pets, it can be easier to move and unpack while kids and pets are elsewhere. If possible, arrange for family/friends to babysit on moving day.
- Empty your safety deposit box at the bank (if you are moving out of town).
- Schedule the day off work (moving day), if required.
- Book the elevator (if moving into /out of a condominium).
- Address minor home repairs (sale), if required by the contract.

Provide Notice of Move:

- Driver's License & BC Medical Services Plan (MSP) - Pro Tip: the law requires you to update your address within 10 days of moving. You can update both ICBC and Health Insurance BC online, here.
- Canada Revenue Agency (CRA)
- Phone company
- Bank(s)
- Credit Card companies
- Employer / Pension Plans / Professional Associations
- Clubs (rotary, athletic, recreational)
- Child(ren)'s School
- Memberships, Rewards, Subscription & Delivery Services (ex: Costco, Amazon, Airmiles, PayPal, Shoppers, Transit Pass, library, wine club, magazine/book subscriptions)
- Medical practitioners (doctor, dentist, optometrist, pharmacist)
- Canada Post - Pro Tip: set-up mail-forwarding to make sure you don't miss anything.

Cancellations (& Reconnections):

- Insurance - Pro tip: cancel / commence house insurance, effective as at your Completion date.
- Electric (BC Hydro)
- Private utilities, if applicable (Water, Gas)
- Internet & Cable provider
- Strata Corporation - Pro tip: your notary will advise the strata of your move in/out date and will prorate and adjust for strata fees the month you move. If you're moving-in to a Strata, keep an eye out for the "welcome package" that tells you how to set up monthly strata fees moving forward.