Six-Week Moving Planner

Less trying to remember everything. One place to check the next step.

Moving date: _____ Key pickup: _____

Household / helpers: _____

WEEK 6 / Get the dates and the plan straight

Task	Owner	Due date	Done
Confirm move-out, key pickup and access dates.			☐
Set a working budget and identify uncertain costs.			☐
List large items and compare transport options.			☐
Check lease, closing, building and state requirements early.			☐

WEEK 5 / Reserve the help you need

Task	Owner	Due date	Done
Compare written quotes and verify the mover or broker.			☐
Check service scope, timing, payments and cancellation terms.			☐
Reserve transport and any needed help.			☐
Check childcare, school, pet or accessibility arrangements.			☐

REMEMBER

Use the dates you have checked, not a guessed deadline. Tick Done only when the task or arrangement is confirmed. Cross out anything that does not apply.

Make the arrangements visible

Suggested planning stages. Move a task earlier whenever your agreement, agency or provider requires it.

WEEK 4 / Reduce the load

Task	Owner	Due date	Done
Sort a manageable area: keep, sell, donate, recycle or discard.			☐
Gather supplies and pack occasional-use belongings.			☐
Measure large furniture, doorways, stairs and elevator access.			☐
Confirm storage, loading, parking or building reservations.			☐

WEEK 3 / Arrange the less-visible move

Task	Owner	Due date	Done
Arrange utility and internet start/stop dates with providers.			☐
Plan USPS forwarding and direct address updates separately.			☐
Check insurance dates and any service-area changes.			☐
Keep moving documents and contacts in secure, reachable storage.			☐

REMEMBER
Interstate move? Check FMCSA registration, carrier/broker details, pickup and delivery windows. In-state moves follow the applicable state rules.

Get ready for the handoffs

Suggested planning stages. Move a task earlier whenever your agreement, agency or provider requires it.

WEEK 2 / Pack with an opening order

Task	Owner	Due date	Done
Pack by room and mark each box with an opening priority.			☐
Confirm the full new address and pending delivery destinations.			☐
Review appointments and the agency/provider deadlines you checked.			☐
Set aside a first-night box and personal essentials plan.			☐

WEEK 1 / Confirm each handoff

Task	Owner	Due date	Done
Reconfirm transport, keys, loading access and contact numbers.			☐
Confirm delivery windows and any wait before belongings arrive.			☐
Prepare a carry-with-you bag for documents and medicines.			☐
Finish the cleaning, key-return and equipment-return plan.			☐

REMEMBER
Keep service start dates, payments and reservations separate. USPS forwarding is not a substitute for updating senders directly.

Arrive, then close the loop

Suggested planning stages. Move a task earlier whenever your agreement, agency or provider requires it.

MOVING DAY / Keep the essentials close

Task	Owner	Due date	Done
Review documents and inventory. Do not sign blank paperwork.			☐
Keep personal essentials out of the moving load.			☐
Check the old property and record the agreed handover.			☐
Check deliveries and services; record issues for follow-up.			☐

FIRST WEEK / Close the remaining gaps

Task	Owner	Due date	Done
Set up sleeping, bathroom and simple food arrangements.			☐
Verify address and service updates within the deadlines checked.			☐
Follow up on repairs, missing items or damage using instructions.			☐
Give unfinished tasks an owner and a next-check date.			☐

REMEMBER
Keep confirmations and follow-up instructions. A submitted request is not always a completed update.

Outstanding tasks and confirmations

Use this page for what is still waiting on an answer. Record a file location or reference, not passwords or sensitive account numbers.

Tasks that still need attention

Task	Owner	Due date	Done
_____	_____	_____	☐
_____	_____	_____	☐
_____	_____	_____	☐
_____	_____	_____	☐
_____	_____	_____	☐

Bookings and updates to confirm

Service / organization	Effective date	Reference / saved confirmation

CHECK CURRENT INSTRUCTIONS

These are planning prompts, not legal deadlines. Use USA.gov address guidance, USPS forwarding and FMCSA mover guidance. Check state, building and provider rules for your move.

For the optional paid moving system, explore Keys & Boxes at peysondigital.com/keys-and-boxes. This printable supports your weekly tasks and confirmations. Keys & Boxes brings planning, packing and moving admin together.