

# DASH Property Management Moving Checklist

We understand that moving can be a daunting task, but we're here to help make the move to your new home as smooth as possible. That's why we've created this checklist to guide you through every step of the process, from several weeks before your move right up to the big day.



## Your to-do list includes the following:

### 1 4-6 Weeks Before Moving

- Schedule your [mail to be forwarded](#) to your new address with Canada Post.
- Schedule/Book Movers.

### 2 2-3 Weeks Before Moving

- Get boxes and moving supplies.
- Arrange phone service at your new home.
- Take unwanted items to charity, bring them to the garbage and/or recycle them.
- Dispose of household chemicals properly (old paint, caustic cleaners, etc.). Take these to the local Toxic Waste Centre.
- Arrange the return of any cable TV / modem equipment.

#### Change address for:

- Drivers' license, Health cards, Insurance.
- Employer, Doctor, Dentist.
- Magazine subscriptions and other mailings.
- Memberships, insurance.
- Bank accounts, credit cards, and tax office (Canada Customs and Revenue Agency).

#### If applicable:

- Arrange transfer of car insurance & license plates.
- Notify kids' schools and transfer records.
- Register at a new school.
- Get copies of medical and dental records; if you have pets, get copies of veterinary

### 3 1-2 Weeks Before Moving

- Return borrowed items.
- Arrange connection of utilities at the new place.
- Retrieve loaned items.
- Arrange disconnection of utilities at the old place.
- Dispose of all flammable materials.
- Confirm renters insurance.

### 4 2-7 Days Before Moving

- Determine what you can bring with you if travelling by car, plane, train, or bus.
- Pack a suitcase with the clothes and toiletries that you'll need on the first few days in your new home.
- Prepare "installed items" that you're bringing.
- Pack a special box with other essentials you'll need for the first few days and mark this box "Do Not Move".

### 5 Day Before Moving

- Pack your personal belongings, except your alarm clock, necessary clothes, jewellery and bedding.
- Empty, and clean appliances.
- Leave your home as clean as possible and empty all personal items.

### 6 Moving Day

- Visit concierge/PM.
- Collect all keys; keep them in a safe place.
- Keep paperwork accessible.
- Strip and dismantle beds.
- Clean the premises that you are leaving, and inspect with the landlord.
- Final walk-through: check all closets and cabinets.
- If using a moving company, confirm the new address and delivery time with the driver.
- If using a moving company, walk about with a supervisor and sign inventory forms.
- Know how to reach your new landlord or superintendent.
- Check the condition of the property mainly (HVAC, appliances, plumbing).




### 7 After Moving

- Contact city/municipal offices to find out about garbage pick-up, recycling facilities and local regulations and information.
- Dispose of any moving materials in accordance to building laws.

## We are always happy to assist you

Experience the top-tier service that thousands of residents trust. Let DASH make your rental experience as worry-free and enjoyable as possible.

#### Get in touch:

-  [care@dashpm.ca](mailto:care@dashpm.ca)
-  416-222-6175  
1-844-7-DASH-PM (3274-76)
-  Monday to Friday 9am-5pm

#### **i Note:**

Review your lease carefully before installing items like shelves or TV in your new place. Some leases may restrict such modifications. Also, ensure you provide proper notice before moving out.