

# Royal Hawaiian Movers Moving Checklist

Need help preparing for your move? Feeling overwhelmed with packing and not sure where to start? For answers to these questions and moving tips from the pros, Royal Hawaiian Movers has put together a checklist list that you might find helpful as you plan your move and settle into your new location.

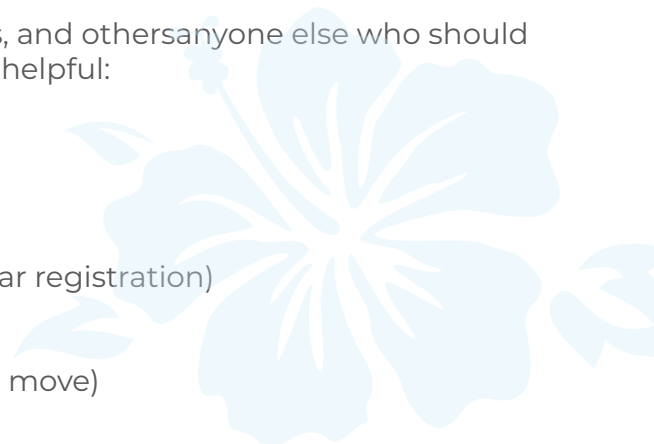
## 6-8 Weeks Ahead of Time

- As soon as you decide you're moving to Hawai'i, call Royal Hawaiian Movers to set a date for our certified moving consultant to visually survey your home and prepare an estimate. (Virtual surveys available, too!)
  - During your survey, make sure to clearly identify all items that need to be moved. If there are any items you do not wish to have moved by our professional movers, we suggest putting those items in a specified area away from your other goods. Any items you don't include in the survey—or that are added later to the shipment—will increase the cost of your move.
- If your company is paying for your move, refer to their moving policy to determine the services our professional movers will be authorized to perform.
- Go over the estimate/order for service; make sure you have a clear understanding of each section. If you have any questions, ask your certified moving consultant to explain.
- Decide on what kind of coverage you'll choose for your move: released value protection or full-value protection.
- Consider having our experts pack all of your belongings. If you have questions, your Royal Hawaiian Movers certified moving consultant is available to discuss our packing services with you.
- Keep the phone number and name of a your certified moving consultant or move coordinator handy.

## 4-6 Weeks Ahead of Time

### Notifying Businesses and Utilities

- Notify the post office that you are moving. An online Change of Address form is available on the United States Postal Service website.
- Prepare a list of friends, relatives, business firms, utilities, and others anyone else who should be notified of your move. The following checklist will be helpful:
  - Electric, gas, and water
  - Sewer and trash
  - Cable TV/satellite/Internet providers
  - Banks and credit card companies
  - Auto insurance companies and the DMV (for your car registration)
  - Newspapers and magazines
  - Doctors/dentist
  - Accountant (to confirm the tax implications of your move)



## Downsizing to Save Money on Your Move:

- Have a “garage sale or sell your unwanted items online.
- Donate unwanted clothing or household goods to charitable organizations.
- Royal Hawaiian Movers participates in Move for Hunger. If you would like to donate your canned food on moving day, please set it aside for us to bring to a local food bank.

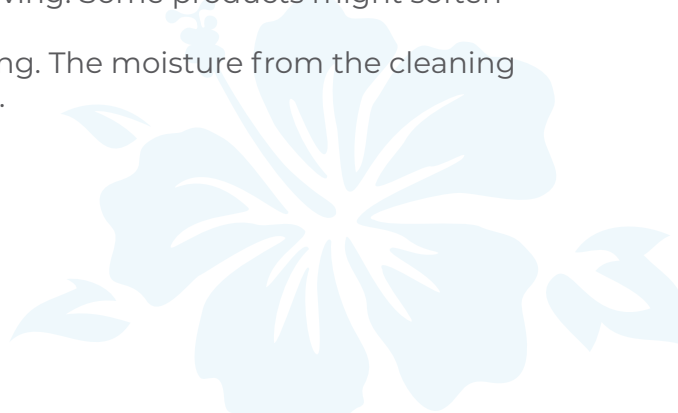
## 2-3 Weeks Out

### Working with Royal Hawaiian Movers:

- Notify your certified moving consultant if you add or remove items from your planned move or if there are any changes in dates.
- Be sure to supply your certified moving consultant with the destination address, as well as the email address and phone numbers where you can be reached before, during, and after your move.
- Confirm any extra stops and locations required to pick up or deliver goods other than the main pickup or delivery points.
- If your car is being moved, please discuss the details with your certified moving consultant. (Have questions about shipping your car for your Hawai'i move?)

### Preparing Household Items:

- Keep hazardous materials out of your Hawai'i household goods shipment:
  - Federal law requires that you dispose of flammables such as fireworks, cleaning fluids, matches, acids, chemistry sets, aerosol cans, ammunition, and poisons such as weed killer.
  - Drain fuel from your power mower and other machinery.
  - Discard partly used cans of oil, paint, thinner, bleach, or any other substances that may be flammable or combustible.
- Discard propane tanks used for barbecue grills.
- Set an appointment with a service technician to prepare your major appliances for shipment, or have your agent send someone out who is authorized to perform this service.
- Set a date to have your utilities disconnected. If possible, plan to keep utilities in service through moving day.
- Collect and pack all of your valuables. Once they're packed, be sure to put them in a safe place so you can move them yourself.
- Obtain a written appraisal of any antique items to verify value. Avoid waxing or oiling wooden antiques and fine wood furniture before moving. Some products might soften the wood, making it vulnerable to imprinting.
- Do not clean your upholstered furniture before moving. The moisture from the cleaning could potentially introduce mold into your shipment.



## 1 Day Before

### Working with Royal Hawaiian Movers' Professional Packers:

- Be sure to identify any extra-fragile items needing special attention.
- Properly mark any items you do not want packed or moved, as well as cartons you will want first when the shipment arrives at destination.
- Remove all wall décor, mirrors, and pictures prior to the crew's arrival and have them ready to be packed.
- Collect things you definitely want packed together, such as children's toys, and place them in separate groups.
- Unplug all electronic appliances prior to the crew's arrival. This includes home computers, stereos, televisions, and audio/video equipment.

### Pets & Kids:

- If you have kids, make arrangements for them to be out of the house on moving day so you can focus completely on the move.
- If you have pets, make sure you have a plan for securing them in a safe place. In our experience, some pets don't react well to strangers in their space, rearranging their environment. If that's a scenario you anticipate, consider sending them to a pet-sitter for the day.

### Last-Minute Details:

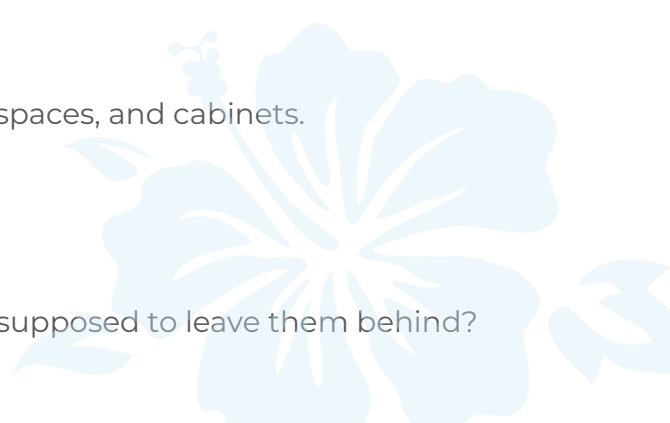
- Check closets, cabinets, storage spaces, and storage lockers for any articles you may have overlooked.
- Be on hand when the service representative arrives to prepare your appliances for shipment.

## Moving Day

### Working with Royal Hawaiian Movers Professional Packers:

- Place any valuables you plan on moving yourself in a safe area, so the crew doesn't accidentally pack them.
- It is your responsibility to see that all of your goods are loaded, so remain on the premises until loading is complete.
- After making a final tour of the house, check and sign the inventory. Get your copy from the crew chief and keep it.
- Make sure the crew chief has the exact destination address for your shipment. Be sure to let the crew chief know how you can be reached, including phone numbers and email address.

### Take a Last Look Around:

- Did the crew pack everything? Check attics, storage spaces, and cabinets.
  - Is the water shut off?
  - Is the furnace shut off?
  - Are the light switches turned off?
  - Are all utilities arranged for disconnection?
  - Are all the windows shut and locked?
  - Do you have a plan for returning the keys, or are you supposed to leave them behind?
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## Delivery Day

### Working with Royal Hawaiian Movers Professional Movers:

- A Royal Hawaiian Movers move coordinator will contact you to set a specific date for your household goods to be delivered.
- Be on hand to accept delivery. If you cannot be there personally, be sure you authorize an adult to be your representative to accept delivery and pay the charges for you.
- Check your household goods, as they are unloaded.
- - If there is a change in the condition of the property from that noted on the inventory at the time of loading or if any items are missing, note discrepancies on the crew chief's copy of the inventory sheet.
  - By signing the inventory sheet, you are acknowledging receipt of all items listed.
- Personally report any loss or damage to your move coordinator. Please visit our FAQs to learn more about filing a claim.
- When unloading, each piece of furniture will be placed as you direct, including the laying of rugs and setting up any beds disassembled at origin.

### Once Move-In Is Complete:

- Keep all documents pertaining to your move in a safe place. If you're eligible to deduct your moving expenses on your taxes, you'll need these documents for reference.

## One Week After

### Settling In:

- Check with your new post office for any mail being held and ask for delivery to start.
- Check state (and local) requirements for registering your car and obtaining a driver's license.
- Let us know how we did! Yelp about us or send us an email. We are dedicated to making your move as seamless as possible and appreciate all feedback during and after your move.



### Let Us Know How We Can Help

We're proud to have been serving the people of Hawaii for more than 35 years. As the only mover in the state with warehouse locations on all four major islands, we can help you move anywhere in the Aloha State - safely, easily and affordably.

To get started with a complimentary quote, visit our website. We'd love to show you the difference that **moving with aloha** can make.