

## Moving & Packing Tips

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### Start planning ahead several weeks before your targeted moving date.

When you move or relocate, to ensure your household goods arrive at your new destination without a scratch, start with a good packing list so you purchase the right packing and moving supplies. This is an area where you can cut down on moving costs if necessary.

1. Assuming you have decided which household goods will be moved, identify the items that will require specialized packing, based on fragility, awkward shapes or larger pieces that will be difficult to move. Make sure you properly wrap all fragile items in several layers of bubble wrap and pack them on their edge (plates, mirrors, picture frames, etc). It's inexpensive and will prevent dishes and other fragiles from bumping against one another. Also, be sure to crunch up paper and pad the bottom and sides of boxes.
2. Label boxes. While you're packing boxes, make sure you label the top and sides of boxes with contents, location of contents in your house and if there are any special instructions, such as "fragile" or "open first". This will assist our moving crew to put the boxes in the correct room and will warn them of any fragile items. Also, by keeping a complete list of the contents on the outside of the box, you'll save time digging through 10 boxes marked "kitchen" just to find the can opener.
3. To prevent any damage during your move, please allow our moving crew to disassemble bedroom sets, including headboards, mirrors from dressers, table tops, coffee tables and entertainment centers. This will make it easier for our crews to reassemble your furniture properly in your new home. Our crew will wrap all scratchable furniture in protective furniture padding to better protect your belongings.
4. You may keep clothing and linens in dresser drawers. Please remove any breakable items, including jewelry and other delicate items.
5. Small lamps should be boxed. Lampshades and bulbs should be boxed separately. Large lamps, if breakable, should be bubble wrapped. For non-breakable items, our crew will wrap these items in moving blankets. Our moving blankets can also be used for glass tables, mirrors and pictures. We suggest that you use bubble wrap if there is no glass covering on a picture or artwork or, if you prefer, we can carry it to your car.
6. Stereo equipment, VCR's and TVs should be disassembled and boxed. Videos, DVDs and CDs should be boxed separately. Moving flat screen TV's, including LCD and Plasma televisions, requires special care. Due to their extremely high value and susceptibility to damage, proper packing and handling are top priorities. Your LCD or Plasma television should remain in an upright position at all times. It should never be laid flat or on its side. Manufacturers recommend covering the screen with a soft cloth (to prevent scratching). If you saved the original packing materials that

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came with your TV, this is the least expensive and best option, as the inserts that came with your original packaging will be sized exactly to your television. If the original packaging is not available, and as long as proper packing materials are used (bubble wrap, newsprint, foam sheeting, comforters/blankets, pillows, etc.), your electronics can be safely packed in sturdy boxes. Start by padding the bottom of the carton with a generous amount of packing material. Wrap your electronics with foam sheeting and bubble wrap and place in carton. Tightly pack padding around and on top of the unit to prevent damage. Firmly seal the carton. Label the carton as "Fragile – Top Load." If you are not comfortable with packing your electronics yourself, our moving and packing crew can pack them properly for you.

7. Computers need to be boxed. If possible, pack computers in their original cartons. As long as proper packing materials are used (bubble wrap, newsprint, foam sheeting, comforters/blankets, pillows, etc.), computers can be safely packed in sturdy boxes. Start by padding the bottom of the carton with a generous amount of packing material. Wrap computer parts generously with paper and place in carton. Tightly pack padding around and on top of the unit to prevent damage. Firmly seal the carton. Label the carton as "Fragile – Top Load." Remember, both your hard drive and monitor are fragile, so see if you can get a box for each. Disconnect all of the cords including the main power cords and the cords for peripherals like a keyboard and mouse. If you're worried about which cords go where, feel free to label them with masking tape, but most newer computers adopted a color coded system of cords and plugs. Wind up the cords and place them in a storage container or plastic bag. Be sure to keep them with your computer.
8. Keep box weight at a minimum. To prevent injury to yourself, your family, friends or the movers, make sure your boxes are not too heavy to manage. Most boxes should weigh less than 50 pounds with an ideal weight being 40 pounds or less. If you have any overweight boxes, make sure you mark them clearly so that no one injures themselves on the job.
9. Your clothes washer and/or dryer, whether it is connected by a gas line or electric line, **MUST BE DISCONNECTED** before being moved. You may want to notify your plumber to have these items disconnected.
10. Any material that is flammable, corrosive or explosive is dangerous and illegal to move. If you have dangerous goods, call your local recycling pickup service, fire station or the closest [EPA \(Environmental Protection Agency\) office](#) to find out how you can properly dispose of these items. Or ask a neighbor or friend if they could use the item.
11. Any fuel or gas powered tools, like lawn mowers, weed whackers, leaf or snow blowers, etc., must be completely emptied, ahead of the move. Gas grills and propane tanks must go with you in your car. We would be happy to assist you moving these items to your car.

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12. We rent wardrobe boxes for your hanging clothing. Each box can hold anywhere from 25 – 30 hanging garments. Please let us know at least one or two days ahead of the move if you will require more than four (4) wardrobe boxes.
13. Heavy items, such as books, and fragile items should be boxed in small sturdy boxes.
14. If you don't have time or the resources to host a garage sale, then selling some of your things well in advance of the move might just be the way to go. Everything from clothes to appliances to kid's toys and more can all be sold or given to charities such as [Purple Heart](#) or any local charity. In many cases, they will pick up your items for free and your donations are tax deductible.

If you have any questions about our moving and packing services OR if you would like us to pack your belongings for you, email or call us so we can help take the stress out of your move.