

1 year:

- As soon as possible, begin saving for non-reimbursable moving expenses. Expenses always seem to just pop up on both sides of the move.
- Pets are your responsibility and have been our largest expense with vet records, shots, agriculture forms, and plane tickets.

9-6 months:

- Request or update tourist passports if needed.
- Plan vehicle shipments if needed.
- Order new credit or bank cards if expiration dates are soon.
- Update ID cards if expiration dates are soon.
- Discuss the move with children so they can prepare themselves for the transition. Research the new location.

3 months:

- Discuss that you're moving with your landlord, and plan for any repairs or updates to ensure you receive your security deposit.
- Fill out change of address forms with IRS and USPS.
- Most OCONUS contracts must be terminated at least 30 days out.
- Check and update auto maintenance. Ensure you have up-to-date car insurance information.
- Make vet appointments for pets to ensure microchipping and shots are up to date.
- Research education options, procedures, and dates for enrollment for children.
- Determine which items are professional, unaccompanied, household goods, and non-temp storage.
- Most contracts must be terminated at least 30 days out.

1-2 months:

- The military member should receive orders by now.
- Request dislocation allowance.
- Most CONUS contracts must be terminated at least 30 days out.
- Military families can terminate contracts with no penalty with a copy of PCS orders. Cable/satellite TV, Internet, cell phones, utilities need to be cancelled or transferred. Request security deposits!
- Cancel or transfer memberships and subscriptions. Request a letter of transfer from local church and clubs, like Scouts or other national organizations.
- Alert or transfer banking information to new location. Let them know you are traveling.
- Renew medical prescriptions.
- Clean drapes and rugs.
- Store needed computer files on CD, disk, thumb drive, or portable hard drive.
- Confirm transportation details with movers. Schedule pickup and delivery dates with movers and arrange for storage if needed.
- Contact housing at new location for on-base options or begin house hunting online.

2-3 weeks:

- Make reservations with TLF or hotels.
- Separate items or label: professional, unaccompanied, household goods, or non-temp storage.

Last few days:

- Set aside cleaning supplies for after movers clear out.
- Remove wall items like pictures, curtain rods, racks.
- Have plastic zip bags of all sizes to put smaller items into to make life easier on the other side – silverware, utensils, junk drawer items, craft supplies, bathroom drawer items.
- Remove items from attic or crawl space.
- Disconnect electronics.
- Place original boxes beside items.
- Label items not to be packed or moved. Put them all together if possible.
- Drain garden hoses and all oil/gas from lawn machines.
- Get rid of all flammables and return or give away propane tanks.
- Pack suitcases and items to carry with you and put aside.

Moving day:

- Make sure kitchen is clean. Take out the trash!
- Remove all laundry from washer and dryer!
- Strip beds.
- Have pets restrained or in kennels.
- Have snacks and drinks for the movers. We usually have pastries and snacks available with sports drinks and water, and ask what they want for lunch.
- Have a place clearly labeled for trash items so it's not packed.
- Have colored stickers to label moving boxes. Write labels on boxes for each room.
- Vacuum and clean the house once it's empty or hire a PCS cleaning.

After the move:

- Register cars in new location. Update insurance and licenses.
- Register children for new schools or file for homeschool exemption.
- Find a new home! You typically have 30 days in TLF to find a new residence.
- Update all your information with your new address.
- You can often request temporary furniture items until HHG arrives.
- Register for utilities and TV and/or Internet services.
- Schedule delivery of goods with transportation office.
- Plan for where furniture and boxes should go. Label doorjambs or lintels with colored stickers to match box stickers. Place sticky notes at each room to match box labels.
- Movers should reassemble items and can unpack boxes and remove packing materials. In some places, movers can return to remove packing materials within 30 days.
- Find a new place of worship.
- Meet new friends!