

THE SIMPLE SORT

GUIDE to a SIMPLE MOVE



HEY! I'M JENN

I am the founder of The Simple Sort, an all-inclusive organizing company in Colorado.

I'm also a wife, mom of 3, and busy business owner. I understand the challenges of trying to manage it all.

Because running a business, raising a family, and feeling good doing it requires smart management and easy systems.

Every year, The Simple Sort organizes dozens of Colorado's busiest and best homes so that families can stop stressing and start enjoying more time.

Did you know moving is one of the most stressful events in a person's life? It can be overwhelming to know where to start, so I created this simple guide to point you in the right direction.



Check out our social media channels for even more tips and advice on moving!



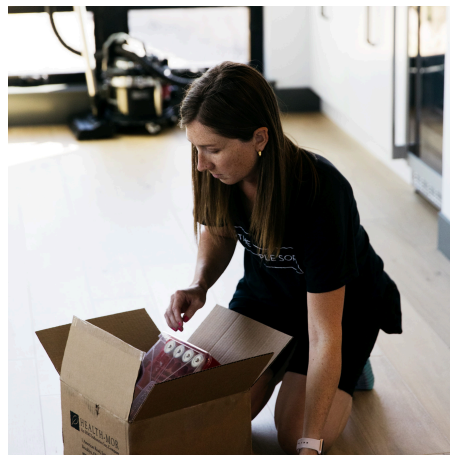
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10 TIPS TO SIMPLIFY YOUR MOVE

1. Start planning early and create a moving checklist. (PSSST.. we created one for you!).
2. Pare down items you no longer need or use. Decluttering before your move means less to move and manage!
3. Sort and organize items before they get packed to make unpacking a breeze and ensure random items don't get packed together.
4. Hire a reputable moving company to help with packing and transporting your belongings.
5. Label your boxes clearly by room, and include contents to make unpacking easier. Color code labels by room.
6. Pack a separate box or bin with essentials you'll need right away (we made a list for you too!).
7. Notify important parties (utilities, post office, etc.) of your new address as soon as possible.
8. Send a postcard to friends and family with your new address.
9. Take photos of your current/prior home and new home to assist your move team and aide in the unpacking.
10. Hire an Organizer to help you unpack and set up your new home. After all that decluttering, packing, cleaning, moving, wouldn't it be nice to just be settled into your new home quick and easily?

CONTENTS

- PACKING KIT CHECKLIST
- MOVING BINDER CHECKLIST
- UNPACKING KIT CHECKLIST
- TIMELINE
- CONTACT LIST
- NOTES



PACKING LIST

Ensure the packing process runs smooth and efficiently. Put together a packing kit before you pack and have everything you need within reach. [Check out this reel](#) for a visual of what we mean!

- TRASH BAGS
- BOX CUTTER
- PACKING TAPE
- DUSTING CLOTHS
- TAPE MEASURE
- SCISSORS
- SCREWDRIVERS
- ZIPLOCK BAGS
- HAND SANITIZER
- CLEANING WIPES
- PHONE CHARGER
- PAINTERS TAPE
- SHARPIES
- PACKING PAPER
- _____
- _____
- _____
- _____

MOVING BINDER

Organize your entire move with a moving binder. All the important documents and lists all together and easy to find

- MOVING CHECKLIST OR TO-DO LIST
- BUDGET INFORMATION
- MOVERS' CONTACT INFO
- INVOICES & RECEIPTS
- UNPACKING & DESIGN IDEAS
- YOUR PCS PAPERWORK
- LIST OF ACCOUNTS TO CHANGE ADDRESS WITH
- CHANGE OF ADDRESS CONFIRMATION WITH USPS
- GROCERY LIST FOR POST MOVE-IN
- CALENDAR/DATES OF INSTALLS OR DELIVERIES
- INFORMATION ON YOUR NEW AREA SUCH AS PHONE & UTILITY COMPANIES, SCHOOL INFO, GROCERY STORE LOCATION, ET.C

UNPACKING KIT

Everything you need when you arrive at your new home ready to unpack.

- TRASH BAGS
- BOX CUTTER
- TOILET PAPER
- HAND SOAP
- PAPER TOWELS
- DISPOSABLE PLATES
- PLASTIC UTENSILS
- SHOWER CURTAIN LINER
- CLEANING WIPES
- PAIN RELIEVER
- PRESCRIPTION MEDS
- PET FOOD
- BOTTLED WATER
- GRANOLA BARS
- TOILETRIES & MAKEUP
- FIRST AID KIT
- TOWELS
- CHARGERS
- EXTENSION CORDS
- OTHER ESSENTIALS
- SPECIFIC TO YOUR FAMILY
- _____
- _____
- _____

TIMELINE

TWO+ MONTHS OUT

- Declutter/purge
- Make home repairs/updates prior to listing
- Hire a home stager
- Interview realtors
- Schedule *The Simple Sort* for unpacking services
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ONE MONTH OUT

- Prep home for listing pictures & showings
- Begin packing items that will not be needed in the next month (seasonal items, books, decor, etc.)
- Sell or donate furniture you no longer need/can't take with you
- Plan out trip details if relocating to another city/state/country
- Gather moving supplies & create the packing kit *see packing kit list
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THREE WEEKS OUT

- Pack up non-essential kitchen items
- Fill holes in walls
- Schedule cleaning service
- Schedule movers/moving truck
- Order appliances/furniture needed
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TWO WEEKS OUT

- Compile change of address forms on USPS.com
- Continue packing non-essential items (garage, kitchen, craft supplies, some toys, etc.)
- Find a location for pets and/or kids to be on day of the move if it's not ideal to remain with you
- Drop off donations/consigned items
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ONE WEEK OUT

- Create unpacking kit
- Gather any important documents needed for the move/travels
- Pack up pantry back-stock
- Wrap up large furniture and fragile items
- Stage boxes and furniture in garage if able
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WEEK OF THE MOVE

- Pack up closet (pack suitcases if needed)
- Finish packing kitchen and use disposable items
- Disassemble beds
- Schedule internet/cable/phone installation and garbage bin delivery at new location
- Notify kids school/activities if any absences will occur due to the move
- Use up food in fridge/freezer/pantry
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DAY BEFORE

- Pack up computer, printer, & TV's
- Unhook washer & dryer
- Pack up bathroom items
- Pack up pantry (place snacks for moving in a bag/bin)
- Make sure all cabinets are closed and empty
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MOVING DAY

- Keep moving binder & unpacking kit with you
- Have cash on hand for tips (movers, food delivery, etc.)
- Put bedding in garbage bags and label them
- Put savable fridge items in a cooler
- Clean shower and/or bathtub
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CONTACT LIST

MOVER

Phone:

Email:

INTERNET

Phone:

Email:

UTILITY CO.

Phone:

Email:

PHONE CO.

Phone:

Email:

REALTOR

Phone:

Email:

TRASH SERVICE

Phone:

Email:

OTHER:

Phone:

Email:

CONTACT LIST

NEW SCHOOL

Phone:

Email:

CLEANING CO

Phone:

Email:

HOME STAGER

Phone:

Email:

OTHER:

Phone:

Email:

OTHER:

Phone:

Email:

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