

## One Month Before Moving

- To obtain an IRS Change of Address form, call 1-800-829-1040 or click [Form 8822](#) to select, download, and print it and most other IRS tax forms; e.g., Form 3903 to help deduct Moving Expenses.
- Gather moving supplies, boxes, tape, rope.
- If moving far away, make any necessary travel arrangements like airline, hotel, and rental car reservations. Or [plan your travel route](#) if driving.
- Call a moving company or make [truck rental reservations](#) to move yourself.
- Finalize real estate and apartment rental needs.
- Place legal, medical, and insurance records in a safe and accessible place.
- Use the [Change of Address Order Form](#) to tell the Post Office of your move.
- Give your mailers your new address:
  - Friends and family members
  - Banks, insurance companies, and other financial institutions
  - Charge card and credit card companies
  - Doctors, dentists, and other service providers
  - State and Federal Tax authorities and any other government agencies as needed
  - IRS--see note and links at the top of this page

You can do this by sending them Address Change Notification Cards or, for magazine publishers and business mailers, by following their change of address instructions.

- Save moving receipts (many moving expenses are tax deductible).
- [Make maps](#) of your new neighborhood to familiarize yourself and your family with your new area.
- Plan your moving [budget](#).

## Two Weeks Before Moving

- Inform gas, electric, water, cable, local telephone and trash removal services of your move. Sign up for services at your new address.
- Inform long distance phone company of your move.
- Recruit moving-day help.
- Confirm travel reservation.
- Arrange to close or transfer your bank account, if appropriate.

## The Day Before Moving

- Set aside moving materials like a tape measure, pocket knife, packing boxes, tape and markers.
- Pick up rental truck.
- Check oil and gas in your car.
- If traveling, make sure you have tickets, charge cards, and other essentials.