

## **HINCHEY MOVING AND STORAGE: Moving Checklist**

ALL boxes to be transported must be closed and taped shut

ALL personal items and appliances should be boxed, INCLUDING table lamps and shades

Please pack heavier items, such as books, in smaller boxes

Please stack all boxes in an area that does not obstruct walkways or furniture

All furniture surfaces should be cleared of personal items and collectables

Please remove ALL objects from drawers that might roll or break during your move

Clothing may remain in dresser drawers (NO other items)

ALL pictures and decorations should be removed from walls, especially in hallways.

Please have all electronic devices unplugged and easily removable from entertainment centers

Refrigerators should be emptied and freezers drained of water. Ice makers should be disconnected 24 hours before you move, and doors removed if necessary

Please disconnect washers and dryers 24 hours before you move

The tanks of any items that run on gasoline must be emptied before you move

The following items are prohibited from being transported:

Any explosive, corrosive, or flammable substances. Examples include propane tanks for gas grills, cleaners, bleach, cleaning supplies, and paint

Perishable foods

Following this checklist will allow your move to proceed smoothly and cost efficiently. If you have any questions while packing for your move, please do not hesitate to contact our office at 1-800-606-5835.

Thank you for allowing us to assist in your relocation.