

# Packing Checklist

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Pack smarter, not harder: start with rarely used areas, use a clear labeling system, and build 'Open First' boxes for each room.

## Supplies

- Boxes: small/medium/large, dish packs, wardrobe boxes
- Packing paper, bubble wrap, stretch wrap, moving blankets
- Tape gun + 2–3 rolls of packing tape, box cutter
- Color stickers/tape + thick markers, pre-printed room labels
- Zip-top bags for hardware/cords; cable ties; mattress bags; dollies

## Quick Rules

- Heaviest items in small boxes; light bulky items in large boxes ( $\leq 50$  lb per box).
- Label 3 sides with room code + brief contents + box number.
- Pack by zone, not scattered; start with least-used spaces.
- Keep 'Do Not Pack' and 'Open First' clearly marked.
- Photograph electronics/furniture before disassembly; bag hardware and label.

## 1) Plan & Timeline (10 min)

- Choose move date; work backward to set daily packing goals.
- Book movers/truck; confirm COI/insurance if required.

## 2) Supplies Setup (10–15 min)

- Create a packing station with tape, markers, labels, paper, and bins.
- Print a room code key (e.g., K=Kitchen, BR1=Bedroom 1, L=Living).

## 3) Room Order & Staging (15–20 min)

- Start rarely used areas (guest room, storage, decor).
- Stage boxes by room; keep clear paths; cap weight at 40–50 lb.

## 4) Labeling System (15–20 min)

- Use color tape per room; number each box (e.g., K-07).
- Optional inventory: spreadsheet note for high-value items.

## 5) Fragile & Dishes (20–30 min)

- Line boxes; wrap each dish; pack plates vertical; fill voids with paper.
- Mark FRAGILE + arrows; avoid mixing heavy with delicate items.

## 6) Wardrobe & Linens (15–20 min)

- Use wardrobe boxes for hanging clothes; compress off-season with vacuum bags.
- Line boxes with a clean sheet; add soft items as cushioning.

## 7) Electronics & Cords (10–15 min)

- Photograph cable layouts; label cords; use zip bags per device.
- Use original boxes if available; add desiccant or paper padding.

## 8) Furniture & Hardware (15–25 min)

- Disassemble big items; wrap pieces with stretch wrap/blankets.
- Bag screws/bolts; tape bag to the main piece or place in 'Hardware' box.

## 9) Prohibited/Hazardous (5–10 min)

- Do not pack fuel, aerosols, open chemicals, paint, or perishable food.
- Transport jewelry, cash, meds, passports yourself.

## 10) Essentials & Move-Day Kit (10–15 min)

- One 'Open First' box per room with basics (tools, paper towels, trash bags).
- Personal go-bag: meds, chargers, toiletries, 2 outfits, important docs.