

Local Muscle Moving Checklist

Move Date _____

- ☐ A 'no pack' zone is designated for essentials (chargers, medicine, keys)
- ☐ All small and loose items are protected and boxed
- ☐ Items in drawers and on shelves are cleared
- ☐ Boxes are sealed and labeled
- ☐ Appliances are detached/unhooked
- ☐ Gas/oil is removed from equipment
- ☐ Flammable substances, ammunitions, explosives, alcohol, and hazardous materials are handled separately
- ☐ Parking arrangements are secured
- ☐ Property management/neighbors are aware of your move
- ☐ If applicable, an elevator is explicitly reserved
- ☐ Confirm no other work crews are scheduled at the same time as us
- ☐ Pathways are clear, inside and outside load and unload sites
- ☐ Sites are clean, sanitary, and safe
- ☐ In the Winter, your driveway, walkways, and roads are plowed and salted/sanded