

International Moving Tips

At least three months prior to move

- Settle what to do with your current housing situation. Think about whether you will sell, sublet, or end your lease your current property or rental.
- Decide on your housing situation in host country.
- If moving due to a work assignment and you have a family, figure out if your family will travel with you and/or when.
- If you are leaving items behind and you want to have storage, figure out storage costs, length, and location.
- If you have a child, notify their school of their departure and obtain education records.
- Locate important documents and records (educational, legal, personal, and work). If you cannot locate a certain document, you should find out where you can obtain a replacement as many important documents are needed during the customs process.

At least two months prior to move

- Research quarantine laws, international health coverage, common laws, banks (or if your current bank has an international branch), pet regulations and schools of your new host country.
- Notify post office of address change.
- Order any medical or optical prescriptions you may need to bring. Also, find out the generic/other names of your medications in case you need to find them in host country.
- Go through belongings. Dispose or donate items you do not wish to bring with you. Please consider housing styles in the country you are moving too. Standard sizing and set up of apartments or homes may be different in your new host country.
- Schedule a survey of belongings you are shipping to host country. The weight of your shipment may play a critical role if you were issued an authorized weight limit.

At least one month prior to move

- Change the address of your credit card accounts, bank accounts, and billing accounts.
- If applicable, confirm banking information with your employer for your paycheck to be deposited into correct account.
- Cancel any subscriptions you cannot transfer to host country or do not wish to keep.
- Schedule vaccinations for you, your family, and pet(s). Many countries require a pet to be seen by a veterinarian 10 days or less of traveling to approve transportation.



- Confirm with international move specialist details and inform them of any questions or concerns you may have.
- Set up shipping details. Please note, shipments being transferred via ocean/sea take longer than air shipments. Ocean shipments typically take over a month depending on sailing schedule and number of vessels needed for the entire process. Air shipments are faster than ocean/sea shipments, but the weight limit on air shipments is vastly smaller than ocean/sea weight limits. Consider shipping via air a smaller shipment of items that you will need when you first arrive in host country. Vehicles and larger shipments will be transferred via ocean/sea. If you are using a global move specialist they will be able to schedule this for you. If you have a specific date you will like your shipment to arrive, please inform the global relocation specialist so they can find shipping to best meet your request.

At least 3-4 weeks prior to move

- Schedule date for your utility services to be turned off.
- Pay any remaining bills or make sure they are up to date.
- Confirm host housing situation.
- Confirm you have documents required for customs and any other important documents you will need to possess for traveling to host country.

During packing of belongings

- It is recommended that you do not do any pre-packing. Pre-packed boxes will need to be inspected and possibly repacked by our crew in order to ensure liability.
- Any items located in an attic or crawl space should be removed, as our crew cannot access any area that may be deemed unsafe for entry. This includes areas without permanent flooring or a permanent stair fixture in place. Please make sure that all walkways are clear of debris, ice and snow.
- Please drain the oil and gas from all power equipment such as lawn mowers, motorcycles, small recreational vehicles, and yard equipment.
- You should not include any hazardous materials such as: gasoline, propane tanks, aerosol cans, paint thinners, or explosives in your move.
- Refrigerators that are being moved should be cleaned and defrosted and allowed 12-24 hours to dry. Place baking soda in both the refrigerator and freezer compartments.
- Please be sure to keep with you all personal items such as prescription medicine, glasses, and small electronic items (iPods, cell phones, digital cameras, etc.).
- Disconnect any electronics as many moving companies have policies that require the client to perform this task.
- It is best you are present during the pack and load of your belongings. Once the pack and load is complete you will need to do a final walkthrough of your living space to confirm everything you want to take with you is packed and loaded on the truck. Before the driver leaves your residence, review and sign the inventory paperwork. Please make note of any exceptions to the



list. Document any residence damage at this time and notify global relocation specialist immediately.

During delivery of your belongings

- Schedule a delivery date that works for you. Please be present during the delivery of your belongings.
- Please instruct where you want certain items placed.
- Any damage of house or belongings should be addressed as soon as it is seen. The delivery crew will do a thorough walkthrough with you. You will need to review and sign a document confirming delivery of shipment.
- Contact your global relocation specialist if you have any questions or concerns.