



# Moving Made Easy Your Essential Checklist and Guide





## Introduction

Welcome to **Your Stress-Free Moving Guide**, presented by Atlas Van Lines!

For over 60 years, Atlas Van Lines has been dedicated to helping people easily move long distances. Moving to a new place can be an exciting adventure, but it often comes with its fair share of stress. That's why our dedicated team of customer service agents has put together some guidelines to help plan your move. With tips from seasoned moving experts and insider advice, we'll guide you through each step of the process, ensuring your move is as seamless as possible.





# Why Choose Atlas

At Atlas Van Lines, we have handled long-distance moves for our customers for over 60 years. Our extensive experience in the moving industry has solidified our reputation as a trusted and reliable partner for all your moving needs.

Our network of experts is equipped to handle any requirement you may have, from moving pets, artwork, or vehicles to storage, logistics, and filling out paperwork. Whatever your unique needs, we have the expertise and resources to ensure a smooth and successful move.

When choosing a moving company make sure to seek recommendations from friends and family and read reviews on online platforms to get valuable insights into a company's reputation.

We offer free on-site estimates for moves. It is important to understand the time and labour required for your move and to ensure that your mover can help with every aspect and has the necessary certification and insurance.

**One of the hallmarks of our service is our exceptional service level and approval rating. But don't just take our word for it.**

"We had a great experience with this company and our move. We have moved with three other companies and this was the best in terms of ease, organization, and support. I was able to text with the staff (I had a lot of questions) in the weeks prior to the move and they were quick to answer all my questions. They made the process less stressful by walking me through each step and reassuring me along the way. The actual pickup day and drop-off days went smoothly. The driver and staff work very hard to take care of your possessions. And the price was reasonable. We highly recommend you choose them for your move. Thanks to Suzanne, Michael, Rick, and the movers! We appreciate your efforts."



**Terry,**

Atlas customer, 2023

"Atlas Van Lines Canada is the best moving company I have ever used. My first contact was a lovely, helpful gentleman. The men who delivered my furniture were professional, friendly, and got the job done in no time. There were blankets on all my furniture. I've never had so much care taken to protect my belongings. I would have no hesitation in recommending Atlas to anyone that was moving. They are the best."



**Linda,**

Atlas customer, 2024



# Checklist To Help You Tackle Your Move With Confidence

Embarking on a move to a new home is an exciting milestone, but it can also feel overwhelming with all the details to manage. Don't worry, though – we've got your back!

## One to Two Months Before Moving:



### ☐ **Contact providers to schedule the shutdown of services and arrange set-up of services in your new home.**

- ☐ Water and sewage treatment
- ☐ Internet and cable services
- ☐ Electricity
- ☐ Natural gas or propane
- ☐ Trash and recycling pickup
- ☐ Homeowner's or renters insurance
- ☐ Gardeners or landscapers
- ☐ Snow removal services
- ☐ Gym membership

- ☐ Provide your new address to ensure any remaining bills are sent to the correct location
- ☐ Schedule time off work
- ☐ Schedule childcare
- ☐ Take this opportunity to evaluate and schedule any necessary services for your new home in advance
- ☐ Transfer/set-up insurance
- ☐ Prepare a budget



### **Provide Notice to Your Landlord or Homeowners Association**

Most landlords require a notice period of 30 to 90 days. To ensure a smooth transition and potentially secure the return of your deposit, schedule a walk-through with your landlord before moving out.





## Moving Week:

- ☐ Confirm your move with the chosen movers or rental companies
- ☐ Notify your neighbours if you'll be blocking shared driveways
- ☐ Secure Parking Permits
- ☐ Confirm appointments for utilities and internet at your new place
- ☐ Clean your old place and pack personal essentials for easy access
- ☐ Take pictures of your valuables
- ☐ Scan important documents
- ☐ Start emptying your fridge (eat up!)
- ☐ Label your boxes
- ☐ Make arrangements for the keys



## The Day Before:

- ☐ Give your neighbours a friendly heads-up about the move
- ☐ Ensure you have enough cash on-hand to tip movers or cover other expenses
- ☐ Pack a box with first-day move-in essentials
- ☐ Defrost your freezer
- ☐ Keep an empty box nearby for miscellaneous items
- ☐ Have trash bags nearby, cleaning supplies handy
- ☐ Take a moment to treat yourself and relax before the big day



### Parking Permit

Ensuring adequate parking arrangements on moving day is crucial for a smooth relocation process. Parking permits are commonly required in downtown and metropolitan areas, particularly high-rise living environments.



If your street or city requires a parking permit for moving vans, be sure to inquire with your moving company about their provision of permits. Trust Atlas Van Lines to assist you in navigating parking regulations and facilitating a hassle-free relocation process.

### Empty Your Pantry and Freezer



As moving day approaches, take advantage of the food stocked in your pantry and freezer. This presents a perfect opportunity to get creative with meal planning and reduce the food you'll need to discard, give away, pack, and transport.



**Atlas.**  
go new places.®

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**Tips for Moving Day**

**Stay Charged:** Keep your phone fully charged and have your charger nearby for easy access.

**Entertain Kids and Pets:** Plan activities to keep children and pets occupied during the move.

**Stay Charged:** Keep your phone fully charged and have your charger nearby for easy access.

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**Pre-order Food:** Arrange to have food ordered ahead of time for moving day.



# Packing for Your Move

Proper packing is essential for a successful move, so many families trust the professionals to pack their treasured possessions, especially for a long-distance move. You are in the most skilled hands when you rely on Atlas Canada to pack/unpack your belongings. Our trained packers use a range of high-quality cartons and materials specially designed for maximum protection.

## When you trust Atlas Canada to handle your packing, you will get:

- ✓ Formally trained Atlas Professional Packers who bring everything required to do the job.
- ✓ Extensive knowledge of which packing materials are the best for which items, including proven materials and procedures to safeguard even the most delicate pieces.

## Best Practices If You Are Packing Yourself

We highly recommend using Atlas' professional packing service for your china and other breakable items. However, if you decide to do some or all of your packing, these professional tips will help guide you through this task. Your Atlas Canada Agent can provide a complete range of cartons and packing materials at a reasonable cost.



### Good to Know

Pack personal items, such as prescriptions, keys, glasses, sensitive documents, etc., with you and not in the moving van. Any high-value items over \$5000 must have written appraisals to be shipped on the moving van.



By law, a household goods mover cannot transport dangerous goods with your belongings for safety reasons. Many everyday items, such as household cleaners and propane, are prohibited in the moving van. For more information and a complete list of dangerous goods, please contact your local Atlas Agent.



## General Packing Tips:

- ✓ Gather all your packing supplies, including various carton sizes, tissue paper, tape, scissors, pack labels, and markers.
- ✓ Allow yourself sufficient time to complete the job.
- ✓ Begin by packing the out-of-season items, then the seldom-used items, and lastly, the things that will be used until the very last minute.
- ✓ Create a box labelled “set-up,” which includes all the must-have items on move day, such as medication, toiletries, paper plates and utensils, bed sheets, clothing, etc.
- ✓ Place items within a carton and keep all parts or pairs together.
- ✓ Put curtain rod hardware, screws and bolts, and other small parts in a plastic bag and tape or tie it to the article.
- ✓ When filling a carton, do not exceed 50 lbs.; fill the box to the top to prevent crushing during transit, and ensure all cartons close flat.
- ✓ Be sure to back up all computer files. Disconnect all wiring and cables and draw a simple diagram or colour code before disconnecting to make reconnection easier.
- ✓ Dresser drawers can also be utilized for some light clothing, but all other items should be removed from them and packed in cartons.



## Packing Your Breakables:

For these fragile items, you should use china cartons or sturdy, medium size cartons with 3”-4” of crumpled packing paper in the bottom of the carton for additional cushioning.

- ✓ Individually wrap each piece of glass, whether a plate, bowl, cup, etc. Stack 2-4 to a group (using your judgment) and wrap them again in a double layer of packing paper.
- ✓ Plates can form the bottom tier or layer of the carton, followed by bowls in the next layer and finally by cups, glassware, goblets and other light, fragile items.
- ✓ Separate each layer in the carton with a cushion of paper and ensure that each wrapped piece is snug in its layer to prevent movement.
- ✓ Fill empty space with crushed paper as well as hollow breakables.
- ✓ Use wooden crates and linens to protect mirrors, large pictures, glass table tops, etc.
- ✓ Mark the top of the carton with “Fragile” and “This Side Up”.







# Let's Start Your Stress-Free Move!

Please feel free to contact us  
with any questions.

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## Notes

*Call Atlas Van Lines*  
*1-877-505-8527*