



  **(431) 374-7799**

*Your Trusted Partner for Every Mile!*

## **EXPLICIT SERVICES – CUSTOMER PRE-MOVE CHECKLIST**

*Helping You Move Smoothly in Winnipeg and Beyond!*

Dear Valued Customer,

To ensure your move goes as smoothly and efficiently as possible, please take a moment to review and complete the following checklist **before our team arrives**. If you have any questions, feel free to reach out!

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### **1. Packing & Organization**

- All personal belongings packed securely in boxes.
- Boxes clearly labeled with room names and contents.
- Fragile items marked clearly and separated for special handling.
- All drawers, cabinets, and appliances emptied.
- Disassemble large furniture unless otherwise agreed upon beforehand.

### **2. Valuables & Essentials**

- Remove valuables (cash, jewelry, important documents, etc.)—these should be transported by you.
- Keep your essentials (medications, chargers, clothes, documents) packed separately for quick access.

### **3. Furniture and Appliances**

- Disconnect and defrost refrigerators/freezers at least 24 hours prior.
- Unplug washers, dryers, stoves, and any other large appliances.
- Secure cords and hoses to prevent tripping or tangling.
- To minimize moving hours and charges, unscrew and disassemble furniture and large appliances.

### **4. Access & Safety**

- Clear hallways, staircases, and entryways of any obstacles.
- Ensure entrance and walkway is clear of snow and black ice.
- Reserve elevator or loading dock if necessary (for apartments/condos).
- Ensure pets and young children are kept in a safe space during the move.



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#### **5. Parking & Entry**

- Ensure a parking spot is available for the moving truck near your entrance.
- Notify your building manager or neighbours if needed.
- Share any access codes or special instructions in advance.

#### **6. Final Check**

- Do a walk-through of your home to ensure nothing is left behind.
  - Take photos of valuable or delicate items for your records.
  - Be available on-site or designate someone to coordinate with the moving team.
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