



FREE PRINTABLE GUIDE

Downsizing Checklist

A calm, step-by-step list for sorting, planning and moving to a smaller home. Start about three months ahead, tick items as you go, and work in pencil.

SORT

PLAN

MOVE FORWARD

START HERE • THIS WEEK

- ☐ Choose your destination and a target move date.
- ☐ Tell family and helpers your plan and timeline.
- ☐ Set a rough budget for movers, supplies and set-up.

1 Sort

MONTHS 3 TO 1

- ☐ Set your six categories: Keep, Family, Sell, Donate, Trash, Not sure.
- ☐ Start with the least sentimental room, and finish each room before the next.
- ☐ Offer items to family first, and write down who is getting what.
- ☐ For each item ask: used it lately? Will it fit? Will someone love it?
- ☐ Schedule donation pickups a few weeks ahead.
- ☐ List valuables and larger pieces to sell, and check going prices.
- ☐ Put "not sure" items in one spot with a decide-by date.
- ☐ Save photos and keepsakes for last, once you have momentum.

2 Plan

MONTHS 3 TO 1

- ☐ Measure the new home: rooms, doorways and closets.
- ☐ Check your largest pieces fit, leaving 30 to 36 in. walkways.
- ☐ Get three written quotes from movers.
- ☐ Book your mover and confirm the date in writing.
- ☐ Gather important documents into one folder.
- ☐ Order boxes, tape and packing supplies.
- ☐ Give notice to your landlord or community, if needed.
- ☐ Reserve the elevator or parking at both addresses.

YOUR SIX CATEGORIES

KEEP

Comes with me

FAMILY

For a relative or friend

SELL

Worth selling

DONATE

Useful to someone else

TRASH

Worn out or broken

NOT SURE

Decide later

Move Forward

3 Pack

WEEKS 4 TO 1

- ☐ Pack off-season and rarely used items first.
- ☐ Label every box with its room and contents.
- ☐ Set aside an essentials box for the first night.
- ☐ Keep medicine, valuables and papers with you.

4 Utilities & mail

WEEKS 3 TO 1

- ☐ Schedule utility stop and start dates.
- ☐ Move or cancel internet, cable and phone.
- ☐ File your USPS change of address.
- ☐ Update delivery services and subscriptions.

5 Insurance & records

WEEKS 3 TO 1

- ☐ Arrange home or renter's insurance for the new address.
- ☐ Update auto and health insurance addresses.
- ☐ Transfer prescriptions; request medical records.
- ☐ Update banks, pension payers and Social Security.
- ☐ Update your license and voter registration.

6 Moving day

- ☐ Confirm the crew's arrival time.
- ☐ Walk through every room before loading.
- ☐ Do a last check of closets, cabinets and the garage.
- ☐ Photograph empty rooms and meter readings.
- ☐ Hand over keys and garage remotes.

7 First week

- ☐ Unpack the essentials box; set up the bed first.
- ☐ Check the inventory; note any damage right away.
- ☐ Find the water shut-off and breaker panel.
- ☐ Test smoke and carbon monoxide alarms.
- ☐ Meet your neighbors and building staff.

KEEP WITH YOU ON MOVING DAY

Phone and charger · medications · ID and important papers · glasses · snacks and water · box cutter · toilet paper · a change of clothes · pet supplies

Ready to do this together?

Organize it all — free — at thebinderapps.com/nextchapter

[SORT BY ROOM](#) · [TRACK WHAT YOU SELL AND DONATE](#) · [CHECK WHAT FITS](#) · [PLAN YOUR MOVE](#)