

✓ Change of Address Checklist



OVERVIEW:

Moving is an exciting but often stressful life event. Between packing and attending the closing, important details can be overlooked—like changing your address.

Use this checklist to prevent any major headaches like lost mail and lapses in service.

WHAT'S INCLUDED:

- **Change of Address Checklist**
A checklist to ensure all essential people and places are informed of your new move.

Change of Address Checklist



A list of essential places and people to inform about your new address.

GOVERNMENT OFFICES AND DOCUMENTS:

- Post office
(sign up for mail-forwarding service)
- Driver's license (DMV)
- Vehicle registration (DMV)
- Voter registration
- Social Security Administration
- Department of Revenue
- _____



UTILITY AND SERVICE PROVIDERS:

- Electricity provider
- Gas supplier
- Cable/satellite provider
- Water company
- Trash removal service
- Internet provider
- Cell phone provider
- _____



FINANCIAL SERVICES AND DOCUMENTS:

- Bank/credit card companies
- Loan agreements *(mortgage, auto, federal)*
- Insurance company
(homeowners, auto, etc.)
- Financial advisor
- Accountant
- Lawyer
- Mortgage broker/real estate agent
- _____



EMPLOYMENT AND EDUCATION:

- Employer(s), employee(s)
- Clients/business relationships
- Insurance companies *(health, life, dental)*
- Pension and other retirement accounts
- Current colleges or education providers
- Alma maters
(and associated organizations)
- Child care provider(s)
- Child's school and after-school activities
- _____



FAMILY, PETS, GROUPS, AND OTHER:

- Family and friends
- Health care providers
(doctors, dentists, etc.)
- Pharmacies
- Veterinarian
- Pet insurance company
- Pet tags
- Church
- Community groups
- Memberships *(gym, wholesalers, library)*
- Rewards programs
- Subscriptions *(online, direct mail)*
- Return-address labels/business cards
- _____
- _____
- _____
- _____

