



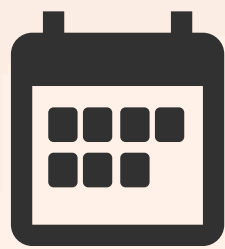
GORDON'S
DOWNSIZING &
ESTATE SERVICES LTD., BROKERAGE

Downsizing Checklist



With Gordon’s move management specialists on your side, you can be sure that you will always be safe and well supported throughout your transition, including planning and setting up your new home with clothes in the closet, furniture set up, pictures hung and a hot cuppa for you to relax with.

Basis decades of our experience helping 2000+ people move, we've compiled the following checklists to make the most of your move. The Gordon's staff will assist you through every step, rest assured!



2 to 3 months before the move

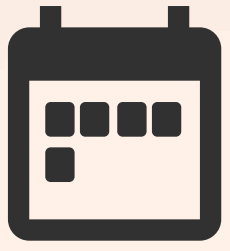
Reminder

- ☐ Book meeting with Gordon’s move specialist to plan your move and arrange services customized to your needs.
- ☐ If possible, identify the furniture or household items you would like to take with you, to gift to relatives or friends, donate to charity or would like sold. Gordon’s can also help with this task.
- ☐ Go through closets and identify clothing that you don’t wear or doesn’t fit anymore and separate it from the clothing you want to keep.
- ☐ Return any borrowed items that you may have in your house or garage.
- ☐ Now is also a good time to tackle the fridge and freezer. Start disposing off and / or using up what you can over the coming weeks / months.. Consider your move when you are shopping for groceries within one month of your moving date.
- ☐ Utilities such as phone, cable and hydro, have different steps to discontinue service and arrange new service accounts at your new location, if required. Call ahead and find out the process to make sure you know what needs to be done and when.

Notes

Contact: _____

Date & Time: _____



1 months before the move

Reminder

Notes

☐

Telephone - home phone and mobile

Understand whether your new residence already has a phone system in place. If required, arrange for transfer of service or disconnect and apply for a new account.

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Cable / internet

Speak to the manager of where you are moving about cable / internet services and if required, arrange for transfer of services. If you are currently renting equipment like cable boxes or modems, make sure to return them or ask a Gordon's team member to do so on your behalf.

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Utilities - gas and hydro

If moving from your home into a smaller space, schedule any required re-connection of services at your new location and disconnection at your present house.

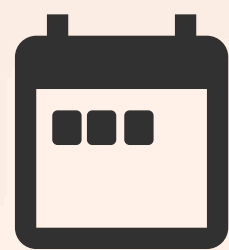
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Landscaping service

If you have an annual contract for lawn care or snow removal, talk to a Gordon's team member about when this service should be discontinued.

Change of Address Checklist

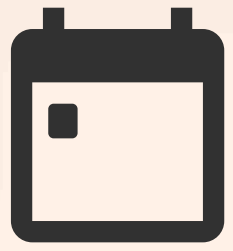
As your move day approaches, consider letting doctors, dentists, banks etc. know that you are moving.



2 weeks before the move

Contact	Phone No. & Notes
☐ Banks	
☐ Credit cards	
☐ Canada Revenue Agency	
☐ Pension provider	
☐ Doctor	
☐ Optometrist	
☐ Dentist	
☐ Lawyer	
☐ Service Ontario - Health card & Driver's license	
☐ Subscription - newspapers, magazines etc.	
☐ Insurance	
☐ Memberships - clubs, gyms etc.	
☐ Any other home delivery services	
☐ Canada Post - mail forwarding	

Today's the big day! All the planning and preparation has paid off and you are ready to settle in at your new home. Here are a few tips that can help make the day less stressful.



Moving day!

Reminder

- ☐ If required, keep a file folder of important papers that you want to have at hand for the move e.g. legal documents, retirement residence contracts / information

- ☐ Make a list of important telephone numbers that you might need and keep handy.

- ☐ Pack a tote with your travel items e.g toiletries, medications, book, snacks, water bottle.

- ☐ If you do not want to be present for your move and have engaged Gordon's / move manager to assist you with your move, pre-arrange a day out with a family member or friend. When you arrive at your new home it will be ready for you to enjoy.

- ☐ Prepare a small box of grocery items you may need on your first day at your new home e.g. milk, tea, coffee, sugar, bread, cereal, juice, etc.

- ☐ Consider arranging dinner on your first night if it's not already provided at your new residence. You may like to sit back and enjoy your surroundings without having to get pots and pans out.

- ☐ If you have a favourite photo that you want to find the perfect place, keep it near at hand in your travel tote.

We hope you have found these checklists useful. Downsizing and moving can be overwhelming but advance planning and expert help goes a long way to make the transition as stress-free as possible.

We're here to help. Gordon's offers full service move management solutions that are customizable to your unique situation. With decades of experience and genuinely friendly staff, we are the senior moving managers of choice across Ontario.

Here's what our clients say about us!

"The decision to move is one thing and relatively easy to make, the mechanics of the move is another thing. At the time I had some medical issues that would have made it challenging at best and so I requested Gordon's to provide the expertise and personnel to do the job. From my perspective it was a first rate operation from the start to the finish and I extend my thanks to all the people involved." - Earle

"Having to downsize and sell our home was a stressful decision. Gordon's provided us with the expertise, compassion and professionalism from everyone we interacted with to bring that stress level to a minimum. Never once did we feel pressured to make a decision, whether it be in selling the house or what to take and what not to take to the new home. We appreciated Cathy's guidance, and 'not a problem' attitude which made you totally comfortable picking up the phone to make any request. She and her team made the move so easy for us, with everything in place as if we had lived there forever. Walking into our new home was a joy. Many thanks to everyone on the Gordon's team!" - Art and Daphne

"I want to start out by saying that I think Gordon's offers a really tremendous suite of services, that overall, I was extremely satisfied; and that I am more than happy to continue to recommend and refer people to engage your company for real estate and downsizing. I particularly want to highlight the remarkable work done by Cathy and her team. In a way, what they do {the move management} is the component of the process that is the least 'glamorous' and yet so very important because of how personal it is, and they are absolutely amazing in every way, including the practical work they do, as well as the understanding and compassion they offer throughout this very stressful undertaking." - Merrilees



Anywhere in Ontario

Call: **1-800-267-2206** Visit: **www.GoGordons.com**

Gordon's Downsizing and Estate Services Ltd., Brokerage