

Move Your House

Plan it



organize it



& Decorate it



Sandee Payne

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Plan it,
organize it
&
Decorate it



Written by:
Sandee Payne

Move Your House: Plan it, Organize it & Decorate it
Sandeey Payne

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Dedications

For my husband, Michael, who supports my passions, loves me dearly and never minds the changes I am constantly making as I fine-tune our home and our life.

For my children, Corey and Rebecca, who allow their personal spaces to become experiments and for proudly calling every place we live “home”.

And for my parents, who have not only passed on their talents, but have kept me believing that I can accomplish anything.



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I would like to also thank the soldiers who make the greatest sacrifice for our country and for those families who make the moves to support them through the years, and still smile.

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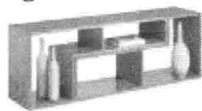


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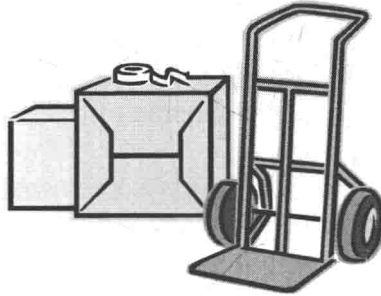
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Introduction



Whether you are moving to a new location, just looking for ways to re-organize your household belongings or planning to make some changes in the way your home is decorated, ‘Move Your House: Plan it, Organize it & Decorate it’ has something for you.

Relocating yourself and your family? Moving can be positive life experience. Often the task of relocating your household can become overwhelming. From the moment you decide to make a move to the day the move takes place, your mind begins to create endless lists of what needs to be done in order for the move to be a success.

Managing a full-time career, busy lives of children and the demands of everyday life can make finding time to properly prepare for relocation, organization and decoration difficult.

When the opportunity arises to make a change in the way you live; by moving, getting organized and updating your décor, wouldn’t it be nice to have that happen with ease and excitement, rather than difficulties, chaos and stress? Make this transformation different from the rest. Learn and apply techniques used in organizing and decorating to make each new house your “home”. Make your moving, organizing and decorating experiences enjoyable, something you look forward to, a chance to try out those ideas you have tucked away for your “retirement” home.

Do you ever feel that by the time you get your house just the way you like it, it’s time to pack it all up and move again, the clutter you just got under control is back or the “in” colors and styles have

changed once more? Well, this book will show you there are time-saving and cost-effective ways to keep your home prepared for a move at a moment's notice, as well as tried and true techniques to unpacking it all and establishing a comfortable home within the first two weeks of receiving your household goods. It will teach you how to make color choices in conjunction with choosing furniture and styles options that are conducive to your lifestyle.

'Move Your House' will walk you through the packing and unpacking challenges, the organizing processes as well as the basic decorating techniques that will change the way you feel about MOVING.

Many questions race through your head once you are notified of or decided on relocating. Here are some of the common concerns you might experience:

- What type of house will we live in?
- How many closets will it have?
- Will our household goods make it in one piece?
- How many curtains will I have to buy...this time?
- How will the furniture fit?
- What will the storage be like?

Worry no more. It is time to take a different look at relocating. No longer will it be a negative experience. Most interior decorating, organizing and do-it-yourself books provide amazing ideas and beautiful photography. They take your imagination to the extreme and claim to capture the true essence of what your ideal home should look like.

As readers, we take what we can from these works of art and try to make the rooms in our house look like the ones we see displayed. However, it just never seems to look quite right.

In order for you to re-create the rooms you see in these books, you would have to invest a lot of time and an even greater amount of money into such involved home redecorating projects.

Have you ever wondered when someone is going to design and publish a book that addresses the decorating and organizing needs of a realistic household and provide photographs of ideas and concepts that you can actually use in your home, using what you already own?

Well here it is, just for you; with the steps laid out in easy-to-follow directions and easy-to-understand terms. For you, that

someone who wants to make changes in your home's appearance but doesn't know where to start or can't envision the ideas to do so.

Use this book as a guide throughout your move to organize and decorate, and 'Move Your House' will provide you with a new approach to your home improvement projects; an approach that will leave you with rewarding and enjoyable results.

By using this book, you will begin to look at each new home as an opportunity to re-organize your life and your household. You will gain knowledge through your experiences and become creative in your ways of thinking. Some of you may doubt your own capabilities, thinking you are the least creative person you know. Nevertheless, you will soon discover your creative side and others will ask what you have done to get that way.

It all comes down to a few simple concepts:

- ❖ Be prepared
- ❖ Be organized
- ❖ Be clutter-free
- ❖ Be open-minded

Soon you will be ready for any new "home". Enjoy!

Moving: Are you Ready?



When you first decide to relocate, whether it is due to a business endeavor, family growth or just a change of scenery, there are, many ways you can prepare for your upcoming move while you await the final details. Once you are certain your move will take you can begin to prepare your home and your family. As your packing date approaches, begin preparing your home for your move to ensure the smoothest move possible. Getting your home organized prior to a move can really save you time and energy through the relocation process. By being prepared, your energy can be spent on important issues such as the children and your family.

First and foremost, it is important that your personal records and transportation files be hand-carried from one location to the next. In the event of misfortune, you will be sure to have all necessary legal documentation handy, rather than packed away within your household goods somewhere on a truck or in a warehouse. Placing these documents in an accordion file folder during your transition is a convenient way to assure you do not misplace them.

In the check lists that follow, you will find recommended timelines and suggested tasks that can be performed in order for your move to happen more smoothly.

Pre-Move Checklist

Upon receipt of Orders:

- *Start a Moving File* for all of your moving related items. Keep in it a copy of your housing contracts, all receipts for moving expenses, travel vouchers, leave forms, claim forms and any other paperwork pertaining to your move.
- *Create a Personal file* for each member of the family, in it place the original and a copy of:
 - Birth Certificate
 - Social Security Card
 - Immunization Records
 - Passport
 - ID cards
 - Adoption Records

You can always take them out when needed, but it is advantageous to have them ready well ahead of schedule.
- *Set up a Family Records File* for household related and legal paperwork, in it include the original and a copy of:
 - Marriage Certificate/Divorce Papers
 - Insurance Policies (include Company Names and billing addresses, points of contact, policy numbers, telephone numbers and email addresses)
 - Current Pay Stub or Earnings Statement
 - Powers of Attorney/ Original Last Will and Testaments
 - Bank books and account information
 - Previous years Federal Tax Records
 - Vehicle Registrations and Titles
 - Home Deeds and Mortgages
 - Professional licenses and Resumes
 - Investment Information (Account numbers, and other information)

3 Months before the Move

- Arrange to visit with your Transportation company to discuss the following issues and dates:
 - Shipment of Household goods
 - Pet Shipment
 - Vehicle Shipment
- Request a Sponsor at your next location.
- Call the Veterinary Clinic regarding requirements for moving your pet.
- Notify your children's schools of your move.
- Check your Credit Report for any outstanding issues or discrepancies; this could affect buying or renting a home at your next location.
- Begin making travel arrangements and book accommodations you will need en-route to your next location.



8 Weeks before the Move

- ❑ Confirm all dates regarding your move with transportation and the realty office and schedule your inspection.
- ❑ Obtain a floor plan or list of room dimensions from the builder, landlord or realtor.
- ❑ Design your new room arrangements by using the step-by-step guide to Floor Planning (pg.17).
- ❑ Use up items that can't be moved, like food, cleaning products and other liquids. Try not to purchase additional items until you have used what you have.
- ❑ Make contacts regarding information about your new community (i.e. Housing, schools, employment and community services).
- ❑ Research your new location and community online, or if possible, visit your new community and take photos, pick up maps, brochures and flyers to share with your children.



6 Weeks before the Move

- ❑ Begin updating your Household Inventory, or get one started.
- ❑ Decide if you are going to be having a yard sale before your move or after you are settled into your new community. Set these items aside and be sure they are packed separately from your other household goods.
- ❑ Make copies of all your records pertaining to doctors and schools. Notify schools of your upcoming transfer so they can prepare their official records.
- ❑ Obtain a change of address packet from the post office and begin filling out the cards or complete the change of address on-line. Contact all creditors, subscriptions and organizations with your new address, and when to make the change.
- ❑ Save all receipts pertaining to your move for tax-exemption purposes. Keep an accurate record in a notebook or computer file.
- ❑ Complete all dental work and exams.
- ❑ Complete all eye care and exams.
- ❑ Obtain a POA, Power of Attorney, from your legal office if necessary. You may need a POA for the following:
 - Buying and Selling a Home
 - Shipping or Registering a Vehicle
 - Shipping your Household Goods
 - Childcare and Medical Care issues
 - Termination of Rent/Mortgage
- ❑ Check with your Homeowners' Insurance provider to arrange transit coverage.
- ❑ Talk to your children about the move. Calm any fears they may have. Show them photos their new house or new school on the Internet.
- ❑ Make arrangements for your pets on airlines; purchase the appropriate travel containers if necessary. Schedule an appointment with the vet for physicals or certificates needed for travel.



4 Weeks before the Move

- Arrange for storage if you need it.

- Begin cleaning and making repairs to any furniture, accessories or other household items. It's better to have projects finished before the move than to put them off until later. There is going to be enough work on the flip side of the move, and these projects will just take a back seat, again.



- Hold a yard sale; donate any leftover articles to a local charity. No need to move and unpack household items you

have deemed for sale and no longer want.

- Launder any linens, sheet sets, curtains and towels that will not be needed in the next month. When clean, fold them neatly and place them in tall kitchen plastic bags with a dryer sheet and tie closed. They will stay fresh and ready for use when your household goods arrive at your new home. This way, the moving company cannot use them as packing materials.
- Begin sorting and grouping similar items together. Keep small pieces or matching sets of things together by placing them in zip-lock bags or tying them together with string. Keep the little pieces from toys, games and desk drawers from getting dumped into a box to be sorted upon arrival. Place rubber bands around game boxes.
- Update ID cards and Driver's Licenses if needed.
- Arrange for Absentee voting ballots if you will be moving during an election.
- Continue to speak positively about your move to your family. A positive attitude results in a positive change of surroundings.
- Arrange a date to pick up your child's school records and medications.
- Special needs children have additional records that will need to be obtained:
 - Physical or Occupational Therapy Evaluations
 - Current and past IEPs (Individualized Educational Plans)
 - Behavioral and Social Evaluations