

Ottawa Relocation Moving Checklist

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1. 6–8 Weeks Before Moving – Planning & Preparation

- ■ Create a relocation folder for estimates, receipts, and checklists.
- ■ Confirm job transfer or new employment start date.
- ■ Notify your landlord or list your current home for sale.
- ■ Research Ottawa neighbourhoods that match your lifestyle (commute, schools, budget).
- ■ Request your free Ottawa Relocation Plan from your Realtor.
- ■ Get moving company quotes — confirm insurance and delivery timelines.
- ■ Check if your company provides relocation benefits.
- ■ Gather school records, pet vaccination info, and medical files for transfer.
- ■ Begin decluttering — donate, sell, or recycle unused items.

2. 4–5 Weeks Before Moving – Home & Logistics

- ■ Finalize your Ottawa home purchase, lease, or temporary housing.
- ■ Schedule utility disconnection at your current home and set up utilities in Ottawa.
- ■ Update or transfer renter's/home insurance policies.
- ■ Arrange movers or rental truck; reserve elevators if needed.
- ■ Start packing non-essential items and label boxes by room.
- ■ Take photos of valuable belongings for insurance.
- ■ Confirm mail forwarding with Canada Post.

3. 2–3 Weeks Before Moving – Final Details

- ■ Notify government and service providers of your new address: CRA, health card, driver's licence, banks, employer, subscriptions.
- ■ Transfer or cancel memberships and local services.
- ■ Arrange pet transport or boarding.
- ■ Schedule a deep clean for your old home.
- ■ Confirm closing dates and key exchanges with your Realtor and lawyer.

4. Moving Week – Execution

- ■ Pack an Essentials Box (toiletries, clothes, chargers, paperwork).
- ■ Keep keys, IDs, and moving documents with you.
- ■ Defrost and clean your refrigerator.
- ■ Inspect the property before turning over keys.
- ■ Tip movers if desired.

5. After You Arrive in Ottawa – Settle In

- ■ Unpack essentials first and verify utilities are active.
- ■ Register with a local family doctor and dentist.
- ■ Update address with Ottawa services and insurance providers.
- ■ Register for Ottawa waste collection and get blue/black bins.
- ■ Meet your neighbours and explore your community.
- ■ Celebrate — you made it to Ottawa!

■ Bonus Tips

- Colour-code boxes by room to speed up unloading.
- Schedule your move mid-week or mid-month for better rates.
- Consider a pre-move visit to scout schools and commute routes.
- Ask your Realtor for trusted movers, cleaners, and utility setup guides.

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