



# Preparing For Your Move

- 4-6 WEEKS BEFORE:**
  - SORT.** Decide what to keep, what to sell/give away and what to donate.
  - MOVE ARRANGEMENTS.** Contract with movers/truck rental company.
  - INVENTORY.** Take photos and create an inventory list.
- WEEK OF MOVE:**
  - CHANGE OF ADDRESS.** Notify the post office (usps.gov) and update your address with providers, creditors, and subscriptions.
  - LICENSING.** Get license, vehicle registrations and insurance in order.
  - BANKING.** Update your address with you bank and investment accounts.
  - PACK.** Label each box with the room where it should be delivered.
- MOVING DAY:**
  - OLD HOME.** Meet movers/pick up the truck as early as possible.
  - WALK-THROUGH.** Check closets, cupboards, attic, and basement for left behind items.
  - ONSITE.** Be available to answer questions and give instructions.
  - UTILITIES.** Confirm that the utilities have been turned on.

## Packing Tips

- ESSENTIAL PACKING MATERIALS:**
  - furniture pads
  - handtruck or dolly
  - packing tape
  - bubble wrap
  - newspapers or packing paper
  - scissors
  - utility knife
  - labels
  - felt-tip markers
  - cornstarch packing "peanuts"
  - plenty of boxes
- HANDY ITEMS:**
  - scissors
  - utility knife
  - coffee cups
  - teakettle
  - trash bags
  - water/beverages
  - snacks
  - pencil & paper
  - soap
  - bath towels
  - shelf liner
  - paper plates
  - paper towels
  - toilet paper
  - toys/books

*Pack a "first day" box with these items that you will need right away*

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# The Final Days Before Closing

When you hit the home stretch, I'll be coordinating all of the details so that you know what to expect. Here's an overview of the process. Timing varies depending on the buyer's lender and loan program, if any.

**LENDER UNDERWRITING APPROVAL.** If the buyer is obtaining a loan, their lender will issue final loan approval and prepare required documents for signing.

**FINAL WALK-THROUGH.** The buyer typically has the right to conduct a final walk-through to verify the condition of your home in the five days before closing.

**PREPARATION OF CLOSING DOCUMENTS.** Loan documents are sent to escrow where the escrow officer will prepare the closing papers and contact the buyer and seller to coordinate signing in front of a notary.

**YOUR SIGNING APPOINTMENT.** You'll typically sign your closing papers 2-4 days prior to the scheduled closing of your sale and wire funds or notify escrow how you wish to receive sale proceeds.

**SET-UP/TRANSFER UTILITIES.** This is a good time for the seller to coordinate utility disconnects and final bills so the buyer can set-up utilities in their name.

**FINAL REVIEW OF DOCUMENTS.** The buyer's lender and title company receive the signed documents and review them for accuracy and completeness.

**RELEASE TO RECORD.** Escrow and buyer's lender confirm all closing conditions have been met and send the deed for electronic recording with the county.

**RECORDING NUMBERS RECEIVED.** The county will email recording numbers to escrow as soon as the deed is recorded. In some cases, recording numbers are not provided by the county until the following day.

**CLOSING.** Closing occurs when the deed is recorded and the your proceeds are made available to seller or sent via wire.

**POSSESSION.** Contractually at 9 pm on the closing date, although keys are often delivered once closing has occurred.

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# Local Utility Contacts

## *Electric & Gas*

- PUGET SOUND ENERGY**  
pse.com  
425-454-2000
- SEATTLE CITY LIGHT**  
seattle.gov/light  
206-684-3000
- SNOHOMISH PUD**  
snopud.com  
425-783-1000

## *Cable, Internet & Phone*

- COMCAST/XFINITY**  
www.xfinity.com  
1-877-824-2288
- ZIPLY FIBER**  
get.ziplyfiber.com  
1-833-410-0882
- CENTURYLINK**  
centurylink.com  
1-877-299-0946
- DIRECTV**  
directv.com  
1-866-810-7892
- WAVE INTERNET**  
wavebroadband.com  
1-866-928-3123

## *Water, Sewer & Garbage*

- |   |   |
|---|---|
| <b>CITY OF BELLEVUE</b><br>ci.bellevue.wa.us<br>425-452-6932  | <b>NORTHSHORE UTILITY DIST</b><br>nud.net<br>425-398-4400           |
| <b>CITY OF ISSAQUAH</b><br>ci.issaquah.wa.us<br>425-837-3070  | <b>RECOLOGY</b><br>recology.com<br>206-381-6980                     |
| <b>CITY OF KIRKLAND</b><br>kirklandwa.gov<br>425-587-3150     | <b>REPUBLIC SERVICES</b><br>republicservices.com<br>206-682-9730    |
| <b>CITY OF MERCER ISLAND</b><br>mercergov.org<br>206-275-7783 | <b>SAMMAMISH PLATEAU W/S</b><br>spwsd.org<br>425-392-6256           |
| <b>CITY OF REDMOND</b><br>redmond.gov<br>425-556-2152         | <b>SEATTLE PUBLIC UTILITIES</b><br>seattle.gov/util<br>206-684-3000 |
| <b>CITY OF RENTON</b><br>rentonwa.gov<br>425-430-6852         | <b>WASTE MANAGEMENT</b><br>www.wm.com<br>1-800-592-9995             |
| <b>NE SAMMAMISH W/S</b><br>nesswd.org<br>425-868-1144         | <b>WOODINVILLE WATER</b><br>woodinvillewater.com<br>425-487-4100    |

## *Heating Oil & Insurance*

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|---|---|
| <b>PLIA COVERAGE</b><br>plia.wa.gov<br>1-800-822-3905 | <b>HEATING OIL CO. INFO/REVIEWS</b><br>yelp.com<br>angieslist.com |
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