



PHILIP
HAYWOOD
& ASSOCIATES

GETTING MOVE-IN READY FOR BUYERS

A refined, step-by-step guide to ensure a seamless transition into your new home.



BEFORE YOU BEGIN

If you're purchasing a condo or co-op, ensure that board approval has been granted before scheduling your move.

If it's a townhouse, you can proceed directly to the steps below.

Note: Do not order furniture or schedule deliveries unless you have complete control over timing — including the ability to cancel outright — until you've received official clearance to move in. Many buildings require Certificates of Insurance (COIs) and formal authorization before allowing deliveries or move-in access. Note that many buildings restrict move-ins to specific days or hours — check your building's policy to stay compliant.

01.

Hire a Moving Company or Rent a Truck

Depending on your needs, hire a professional moving team or rent a truck. Philip can connect you with trusted movers who handle packing, labeling, and delivery with care. If you're hiring packers, skip to Step 04.

02.

Start Packing Your Belongings

Begin packing well in advance. Label boxes clearly by room and item type for organized unpacking when you arrive.

03.

Disassemble Larger Items

Take apart beds, desks, and other large furniture. Keep all screws and hardware labeled and stored for quick reassembly in your new home.

04.

Schedule Utility Connections

Contact providers early to ensure electricity, gas, water, and internet are ready to be switched over on your move-in date.

05.

Schedule a Final Walk-Through

Before closing, verify that your new home is in the expected condition. Confirm that all agreed-upon repairs are complete, inclusions are present, and no belongings remain.

06.

Close on Your Home

Attend your closing appointment and sign all required documents to officially take ownership of your property. You'll typically receive keys at the closing table; if not, they may be left with the building's doorman or superintendent.

07.

Change Your Address

Update your mailing address with the post office, banks, credit cards, driver's license, and any essential institutions or subscriptions.

08.

Move-In Day

Oversee movers as they unload your items. Ensure fragile pieces are handled carefully and placed in the correct rooms.

Take videos and photos of your previous home to document its condition for your records.

09.

Unpack and Settle In

Unpack thoughtfully and take time to personalize your space. Add art, décor, and meaningful details that make it feel like home.

10. Plan Your Housewarming

Once settled, plan a small gathering to celebrate this milestone and create lasting memories in your new home.



Schedule a consultation:

calendly.com/philcompass/30min

All information provided is for informational purposes only and subject to change without notice.

Phil