



MOVING & STORAGE

PREPARING FOR YOUR MOVE

Local & long-distance residential moves | After booking

Thank you for choosing All In One Moving & Storage. Please review this guide after booking and share it with everyone helping prepare your home.

KEEP WITH YOU - DO NOT LOAD

Personal essentials: medications, medical devices needed during travel, identification, passports, keys, wallets, cash, jewelry and important legal or financial papers.

Travel and first-night items: phones, chargers, essential electronics, toiletries, clothing, children's supplies and pet supplies. For long-distance moves, pack enough for the full delivery window, with a practical buffer.

CREATE A CLEAR "DO NOT MOVE" AREA

Place items staying behind or traveling with you in a separate room or secure area. Label the area **DO NOT MOVE** and show it to the crew leader before packing begins. Point out fixtures, landlord-owned items and anything being sold or donated. Do not rely on a small note inside a drawer or cabinet.

DO NOT PACK THESE IN HOUSEHOLD GOODS

Keep hazardous items out of the moving shipment: gasoline and other fuels; propane or other fuel-gas cylinders; fireworks, ammunition, gunpowder and explosives; paint thinners and flammable solvents; corrosive cleaners, acids, pool chemicals and pesticides; and leaking or unidentified chemicals. Do not hide them in boxes or furniture.

Ask AIOM before packing: aerosols, paints, batteries, battery-powered equipment, oxygen cylinders, fire extinguishers or any product labeled flammable, corrosive, toxic, explosive or compressed gas. Acceptance depends on the item and shipment requirements; never assume a sealed or partly empty container is acceptable.

Make separate arrangements: people and pets cannot ride with household goods. Keep refrigerated/frozen food and open or leaking food containers out of the shipment. Ask in advance about plants, sealed pantry goods and items needing temperature control, especially for interstate moves or storage.

Unsure about an item? Contact your AIOM move coordinator before moving day. This is a preparation list, not a complete list of regulated materials.



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YOUR MOVING CHECKLIST

Prepare early, then walk through with your crew leader

AS SOON AS YOUR MOVE IS BOOKED

Confirm the scope. Review your estimate, addresses, dates, packing services and items to be moved. Tell your coordinator about added items, extra stops, storage needs, stairs, long carries, elevators, narrow streets, low clearances, safes, pianos or other heavy/special items.

Arrange access. Reserve elevators and loading areas; confirm building hours, parking requirements and any certificate-of-insurance requirements with your property manager.

BEFORE PACKING / MOVING DAY

Self-packed boxes: use sturdy cartons, secure the bottoms, protect fragile contents and label the destination room. Keep boxes manageable and close them securely. Ask your coordinator about items needing professional packing or crating.

Appliances: confirm who will disconnect and reconnect water, gas and electrical connections. Use a qualified service provider where needed. Empty, defrost, clean and dry refrigerators/freezers; follow manufacturer guidance for washers and other appliances.

Outdoor equipment: ask for preparation requirements for fuel-powered tools, grills and battery-powered equipment. Do not drain fuel indoors or place fuel containers in the shipment.

ON MOVING DAY

Be present or name an authorized representative. Walk through with the crew leader. Identify fragile/high-value items, existing damage, restricted items and the DO NOT MOVE area. Review inventory entries and resolve questions before signing.

Keep paths clear. Provide safe access and lighting. Keep children and pets away from work areas. Have building access, elevator reservations and contact numbers ready.

Firearms: follow the separate procedure on page 3 before any packing or loading begins.

BEFORE THE TRUCK LEAVES / AT DELIVERY

Final walkthrough: check closets, cabinets, attic/basement areas, garage, outdoor spaces and appliances. Confirm that intended items were loaded and personal essentials stayed with you.

At delivery: direct room placement, check items against the inventory and note visible damage or missing items on the delivery paperwork before signing. Keep copies of all documents and report concerns promptly.

EXTRA PLANNING FOR LONG-DISTANCE MOVES

Confirm the agreed pickup and delivery arrangements, contact details and payment arrangements with your coordinator. Keep travel plans flexible around the delivery window. Review the separate interstate rights-and-responsibilities materials provided for your move; this checklist does not replace those documents.



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FIREARMS & SECURE ITEMS

Declare first | Verify together | Document before loading

IF YOUR FIREARMS ARE NOT BEING MOVED BY AIOM

Lock them securely away from the packing/loading area before the crew arrives. Tell the crew leader which secured area, safe or case must not be handled or loaded. Do not leave firearms loose in drawers, furniture, closets or unmarked boxes where the crew may encounter them.

IF YOU WANT AIOM TO TRANSPORT A FIREARM

1. Notify AIOM before moving day. Tell your move coordinator and the crew leader. Acceptance requires advance approval and compliance with applicable requirements. A firearm must never be concealed in a shipment without disclosure. Notify AIOM separately if a safe is also being moved.

2. Prepare it safely. Firearms must be unloaded before handoff and secured in an appropriate box or protective storage case. Keep ammunition out of the household-goods shipment. Arrange safe preparation by a qualified person if needed; do not ask the crew to unload, operate or test a firearm.

3. Shipper and crew verify together. Before the container is closed and loaded, both parties must verify each firearm's make/model and serial number against the written record, and identify the exact box or storage case holding it. Record the inventory/item number, case or box identifier, condition and any seal number. Resolve discrepancies before acceptance; do not guess a serial number.

4. Record the handoff. Notate every accepted firearm on the shipment inventory and complete the verification record on page 4 (or an equivalent detailed record). Both shipper and crew representative sign and date it; each retains a copy. Use neutral inventory numbers on the outside of packaging, not labels advertising firearm contents.

5. Verify again at delivery. Both parties compare the firearm serial numbers and box/case identifiers with the pickup record and note any discrepancy or visible damage before signing the receipt. Keep serial-number records with the shipment paperwork, not displayed on the outside of a case.

IMPORTANT FOR LOCAL AND INTERSTATE MOVES

Moving-company acceptance does not establish that possession or transport is lawful. Confirm the requirements for the firearm and the origin, route and destination before the move. Some firearms require special authorization. Notify your coordinator early so any restrictions can be addressed before pickup.

Reference guidance

ATF, Firearms Questions and Answers: atf.gov/firearms/questions-and-answers

FMCSA, Moving Checklist: fmcsa.dot.gov/protect-your-move/moving-checklist

FMCSA, Before Requesting Services (hazardous materials): fmcsa.dot.gov/protect-your-move/how-to/subpartB

Reviewed October 11, 2026. Serial-number and case verification above is the AIOM handoff procedure.



FIREARM HANDOFF RECORD

Complete only for firearms approved for AIOM transport

Shipper and crew must jointly verify each serial number and the matching box/case before loading. Record the same inventory identifiers on the shipment inventory. Use another copy for additional firearms.

Shipper / customer

Job / bill of lading number

Pickup date

Crew leader

AIOM approval / reference

1. Make / model

Serial number - jointly verified

Inventory / item no.

Box / case ID & description; seal no. if used

2. Make / model

Serial number - jointly verified

Inventory / item no.

Box / case ID & description; seal no. if used

Condition / exceptions / attachments

Pickup: We jointly verified the serial numbers and matching containers listed above.

Shipper signature / date

Crew signature / date

Delivery: Verify against pickup record; describe any discrepancies in the field below.

Delivery exceptions (or None)

Shipper receipt signature / date

Crew delivery signature / date