

Moving Overseas Checklist

When going through this checklist the first time, think about how long it will take to complete a task. Annotate the start date next to the task and then, check it off when completed.

Preparing for your move

- Check your passport to ensure it will be valid for the length of your overseas assignment. If necessary, apply for a passport or a renewal.
- Determine if you need a visa and, if you do, submit your visa application.
- Arrange for finances and banking.
- Make pet travel arrangements. Determine if there are in-country entry requirements and quarantine requirements.
- Check with your sponsor to determine what hard-to-find items you should bring with you.
- Make copies of important documents and leave with a family member or friend, or place them in a safe deposit box.
- Sort your personal property into groups of items you will donate, discard, store or move.
- Make a list of items you want to include in your unaccompanied baggage.
- Sell or donate any unneeded vehicles, appliances or other items (such as bikes or toys).
- Purchase hard-to-find items, such as eyeglasses.
- Back up computer files to a separate location.
- Make sure all military ID cards are up to date (for family members age 10 and older).
- Put together a list of important phone numbers, including emergency relief numbers (both hard copy and electronic).
- Provide itinerary to family and friends.
- Check weather en route and at your destination.
- Confirm travel reservations and excess baggage allowances.
- Confirm lodging reservations.
- Check housing options.
- Check school options.
- Plan your moving budget.

Packing list

- First aid kit
- Maps and driving directions to and from airports
- Electronics, including laptop, camera, phone (including chargers)
- Travel documents (including itinerary with reservation numbers)
- Money, debit cards and credit cards
- Identification, passports and other travel documents
- Important documents, such as school transcripts, individualized education program (IEP), resume and other documents you may need before your household goods arrive (both hard copy and electronic)
- Prescription medication
- Extra glasses, contact lenses, sunglasses and other medical necessities
- Rain jacket and umbrella
- Diaper bag with diapers, wipes, ointment, pacifier
- Car seat and stroller
- Blanket and favorite stuffed animal
- Snacks for kids