

- Keep an eye on things; watch how the packers tag each item and record its condition on their inventory; speak up if something is not being done to your satisfaction or appears irregular; contact Relocations (ABMR) if necessary**
- Do not leave your premises unattended while the packers are at work; make a tour of your residence to insure that no items have been overlooked**
- Check and sign the packer's inventory and keep one copy**
- Confirm when the van will be arriving to load your effects and then lock up the premises**

MOVING DAY

- Be on hand before the van arrives; remain until everything has been loaded and then make a final inspection of the premises**
- Check that the correct destination address appears on the Bill of Lading, sign and retain one copy**
- Clean up any mess and make sure that:**
 - Furnace is turned down
 - All lights turned off
 - Windows and doors closed and locked
- Return all of your keys to the landlord or to the person who will be responsible in your absence.**