



YOUR CHANGE OF ADDRESS CHECKLIST

The ultimate guide on whom to notify when you move!

Moving is hectic! Not only is it time-consuming, it doesn't even end once you're settled under your new roof.

An important final step is updating your address with businesses, institutions and other contacts who might need to reach you.

Use this [checklist](#) to ensure everyone knows that you have made a [move!](#)

PERSONAL CONTACTS

✓ Tip

Why send change of address cards by mail? Now you can send a single mass email with your new information. Just remember to BCC your personal contacts!

- Relatives
- Friends
- Employers
- Schools and daycares

GOVERNMENT SERVICES

✓ Tip

Informing government agencies is important! It helps them provide services to you and communicate important messages.

- Post office
- Driver's licence
- Vehicle registration
- Health card
- Canada Revenue Agency
- Canada Pension Plan / Quebec Pension Plan
- Old Age Security
- Employment insurance
- Voter registration

FINANCIAL AND LEGAL

✓ Tip

Mail theft is one of the most common ways identity theft occurs, so it's important to notify your financial institutions before you move.

- Financial institutions
- Credit card companies
- Insurance companies and brokers
- Car dealership
- Lawyer

HEALTHCARE PROFESSIONALS

✓ Tip

Notifying your specialists is vital. You may only see them once or twice a year, but if you have conflicting addresses, it can lead to problems with payments and insurance claims.

- Doctor
- Dentist
- Optometrist
- Veterinarian
- Pharmacy

ESSENTIAL UTILITIES

✓ Tip

You don't want to wait days to have your utilities connected - that isn't going to work! Make sure to notify your local utility companies at least a month before your moving day.

- Telephone provider
- Cable provider
- Internet provider
- Streaming services
- Electricity / Hydro
- Natural gas
- Heating fuel company

PERSONAL SUBSCRIPTIONS

✓ Tip

Don't send new purchases to your old doorstep!

- Magazine / newspaper subscriptions
- Clubs, associations and charities
- Loyalty programs (ex. Air Miles)
- Online shopping sites