

## Relocation Moving Expense Worksheet

This worksheet is not intended to be all inclusive. The intent is to provide helpful suggestions to make your transition as smooth and stress free as possible. Save this worksheet to your computer and tailor to your needs. Remember to keep all moving receipts for expense reimbursement if authorized.

Type of Expense - BEFORE the MOVE	Estimate	Actual
Househunting trip (or preview visit)		
Kennel fee		
Child care (if not going on the initial trip)		
Packing supplies (boxes, tape, etc.)		
Professional house cleaning		
Dry clean rugs and drapes		
New clothing if moving to a different climate		
Additional suitcases		
Storage		
Lease settlement (if renting - first/last month rent)		
Commission, legal fees, etc. (if selling)		
Car servicing (if driving or storing)		
Purging & certifying the propane tanks for gas grill		
Babysitters		
Gifts for friends/family/overseas sponsors that help pack and move		
Lunch / refreshments for helpers		
Stamps and change of address cards		
Last-minute local sightseeing		
Passport / VISA fees		
Pocket dictionary if going overseas		
Cost of pet quarantines		
Cost of medical & vet records duplication		
Shots / vaccinations co-pays		
Fill prescriptions		
Extra set of prescription eye glasses		
Stock up on items not available or expensive overseas		
International calling card		
Voltage converters if going overseas		
Mailing packages to overseas destination		
Purchase metric conversion card (or get from internet)		
Rent safety deposit box for important papers not taken overseas		
Currency exchange rates		
Other		
<b>Total Expense</b>	\$ -	\$ -

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Type of Expense - MOVING	Estimate	Actual
Packing		
Moving company		
Other shipping (cars, pets, etc.)		
Insurance		
Lunch / refreshments for helpers & movers		
Tow package (if towing a vehicle)		
Truck/van rental (if moving self)		
Bus, train or air fare (if not driving vehicle)		
Gas or mileage costs (if driving vehicle)		
Food		
Lodging		
Other		
<b>Total Expense</b>	\$ -	\$ -
Type of Expense - MOVING IN	Estimate	Actual
Temporary lodging		
Purchase fees (if buying a home)		
Security deposit/advance (if renting)		
Utilities deposit		
Appliance installation		
Storage		
Damage		
New curtains, rugs, shades, etc.		
Replacement paints, aerosols, cleaning supplies, groceries, etc.)		
Credit reports sent to new bank		
Application / membership fees to clubs & organizations		
Babysitters		
Newspaper subscriptions		
Purchase appliances if overseas and voltage difference		
Currency exchange rates		
New clothing if moving to a different climate		
Other		
<b>Total Expense</b>	\$ -	\$ -