



PPM/DITY Checklist

If you're one of those who enjoys controlling all aspects of your move or you'd just like a shot at pocketing some extra money, then a PPM (aka "DITY") is the way to go. Below are some tips to make the most of your time and hopefully help you get more money back. The most important part of the move, however, is having full control of your Household Goods (HHG).

For a more comprehensive checklist, reference our "[PCS Checklist](#)".

3-6 Months Before Your Move - or as Soon as you Know You're Moving!

- Start putting out those feelers that you need boxes and packing paper. Plenty of families move year-round and you can happily take their packing materials off their hands and save yourself some money on supplies. Don't forget those dish packs and wardrobe boxes! Facebook and local yard sale places are the best for this part!
- Review your insurance policies (renters, auto, etc.) and ensure you're properly covered for this style of move. Visit our partners at [Armed Forces Insurance](#).

2 Months Out

- Book your transportation. You have lots of options between U-pack, Pods, U-Haul, Penske, etc. Call and ask if there are any specials and check for the military discounts. They also will let you rent moving blankets, dollies, and extra supplies if needed. We recommend the dolly and blanket to protect your furniture and make loading/unloading smoother. Also, furniture pads are great for moving heavy items without damaging floors and are an inexpensive investment.
- Order tape and labels for all those boxes! Our favorite labels are these: (<https://amzn.to/2HWzO8m>)
- Attend the levy/out-processing briefs
- Start packing up the non-essential HHG. We start with the seasonal decorations, library/office, and off-season clothes. Place these in a "ready" area that you designate. We usually clear out the office or guest room as our "ready" area, but anywhere you have space will do!
- If you haven't reviewed your insurance policies (renters, auto, etc.), now's a good time to ensure you're covered. Visit our partners at [Armed Forces Insurance](#).

1 Month Out

- Continue packing all items not being used
- Clean out your pantry, fridge, and freezer of all items you don't need for the next month



2 Weeks Out

- Pack up everything in your home but the "must haves" and have them in the "ready" area ready to be loaded. We leave out the crock pot (or InstantPot!), so we can cook pretty much anything and I can store spices in it to travel.
- Start running out the gas in the lawn mower, weed wacker and propane tank
- Hire local crews to help you load or invite good friends to help. We have snacks and beers out to sweeten the pot and only ask them for 2 hours of help. We try to have 6 adults onsite and break them into 3 crews of 2.

1 Week Out

- Everything should be packed up with the exception of the items you are traveling with and some cleaning supplies. You will be on paper plates and plastic utensils at this point.

Day Before

- Move all your boxes in your "ready" room out into the garage if you have one. This will make loading much easier.
- Go over the game plan for the next day and have a clearly laid out idea of who is coming when, what you need done, and your time frame to execute.
- Make plans for drinks, snacks, pizzas, etc. for your clan and for the loading party if you plan to feed them. Make sure you plan for paper towels and trash bags.

Day Of

- Pick up moving truck (and tow attachment if applicable). Weigh the truck and tow empty and keep weight ticket.
- Bring truck to your home and back in to face the garage. The boxes will be on the other side of the garage and ready to be loaded along with all the furniture. Remember that most moving trucks have a "grandma's attic" for the fragile items that can be loaded first.
- Brief your moving crew on the plan and begin loading your HHG. We put all of our luggage inside the car being towed to help keep space open in the other vehicle that has the kids and animals.
- Once the truck is loaded, one family member can go weigh it full. Keep weight ticket.
- While truck is being loaded, the other family member can double check all rooms, closets, and drawers for trash and make sure the premise is empty. This is also a good time to touch up paint on walls that might be needed from the loading process.

Upon Arrival

- Back the moving truck up to the garage of your new home and unload. Don't forget you can hire local movers at your new destination to help! Those clever stickers with room locations on them will make this process go much faster.
- Clean out truck and return it along with any rented supplies



1 Week Post Move

- Turn in ALL receipts to transportation and finance to include moving truck, gas, food, lodging, supplies, weight tickets etc.
- Break down all boxes and recycle the ones that can't be reused. Post "free boxes and paper!" to your local pages for the ones that can be salvaged and pass on the favor of free supplies.

Post Move

- Enjoy your reimbursements! This will come in 2 payments and in most cases is a direct deposit.
- Pay it forward for our fellow military families and review your self-moving company and your new off-base neighborhood or base housing at [PCSgrades.com](https://www.pcsgrades.com)
- Drink a lot of wine...or whatever your favorite beverage is. You did a door to door move. Hopefully nothing was broken or stolen and it was all on your timeline.