

KEY CONTACTS LIST: IT'S ALL IN THE DETAILS!

We know you have all of your important contacts on your phone (or at least jotted down on a Post-It note...) But when you're in a hurry, you don't want to be scrolling through your contacts trying to remember if you saved the name and number you need under "Brookfield," "BGRS" or "Brynn" (or was it "Brett"?)

So why not keep all of the contacts related to your move in one handy list, along with other important details? Using the list below will help alleviate a significant amount of stress and reduce wasted time searching for the name, number or email you need.

BGRS (Brookfield)

File No.:

Site Login:

Password:

At Origin

Base Traffic (origin):

Orderly Room/Clerks:

Realtor/Landlord:

Home Stager:

Lawyer:

Mortgage Broker:

Property Insurance:

Handyman/woman:

Military Family Resource Centre:

House Hunting Trip (HHT)

Flight Date / Time / Number:

Hotel and Address:

Dates Booked:

Car Rental Company:

Dates Booked:

Notes/Confirmation Numbers:

Destination

Military Family Resource Centre:

Bank:

Realtor / Rental Agent:

Lawyer:

Inspector:

Emergency Medical / Fire Local:

Poison Control:

The New Home

Address / Phone:

Date Offer Accepted:

Date of Closing / Possession:

Notes:

Moving Week

Orderly Room/Clerks:

Moving Coordinator / Company:

Driver's Name / Cell Number:

Base Traffic at Origin:

Base Traffic at Destination:

Personal Vehicle Transport Carrier:

Notes:

Interim Lodging, Meals and Miscellaneous

Origin:

Car Rental Company:

Days Car Rented:

Notes About Drop-off / Pick-up:

Hotel and Address:

Dates Booked:

Notes/Confirmation Numbers:

Travel to New Location

Flight / Train Date / Time / Number:

Hotels en route:

Notes:

Destination

Car Rental Company:

Hotel and Address at Destination:

Dates Booked:

Notes (type of room, etc.):

Confirmation Number:
