

7 Steps to Make Your Household Goods Move a Smart Move

When you receive permanent change of station, or PCS, orders, it's important to coordinate your move immediately. Here's how to do it:



Make an appointment at your local transportation office for you and your spouse.



Go to move.mil and set up your Defense Property System, or DPS, account.



Schedule your move in DPS.

Timing Tips

You might need to move one day before or after the date you select.

Schedule travel at least two days after your selected moving date to avoid trouble.



Inventory and take pictures of high-value items before you move.



Keep items that won't be packed in a locked room or inside your car.

Don't Pack It

There are some things that you should hand-carry to your new location.

Put these items where the movers won't pack them:

- Treasured items like family heirlooms, jewelry or signed sports memorabilia
- Important paperwork like medical records, car titles and insurance documents
- Items you'll need in the first week like clothing, medicines, laptops and your kids' favorite toys



Check for damaged or missing items, upon delivery.

Filing a Claim

You have 75 days to file your claim for lost or damaged items.

Contact your local transportation office for help filing a claim with your mover.



Do the customer satisfaction survey in DPS.

Answer eight easy questions to make future moves better for military families.



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