

Ultimate PCS Guide

Finally have those orders in hand? This Ultimate PCS Guide is designed to make your move an easy one! Grab your highlighter, pens, and empty binder and let's get moving!

Your Ultimate PCS Guide Includes:

PCS Budget- Keep track of your traveling expenses and stay on budget with your PCS Budget!

Blank Checklists (3 months out- day of move)- Don't forget a thing with these 8 blank checklists, from 3 months out to the day of the move! Inventory List- Keep track of all your valuable items so you don't lose a thing during your PCS.

Donate/Sell/ Trash list- Help declutter your home before you pack up for your PCS.

Blank Contact List- Keep all your important contact info in one convenient place, where you can easily access it during your move!



PCS Budget

Keep track of every expense with your PCS Budget! Whether you're buying or renting, this guide will help you make sure your wallet survives your move!

BUDGETED

ACTUAL

DIFFERENCE

Selling: Rej	pairs, sta	ging, li	sting fee	S >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Renting: Re	epairs to	receive	deposit	
Pet vaccinat	cions, me	dicatio	ns, micr	o-chipping
Maintenance on vehicle (if driving)				
				SUBTOTAL
Cleaning Se	ervice or	Cleani	ng Supp	olies
			0 - 11	= = //////////////////////////////
Eating out	(after kit		0 11	packed) »»»»

SUBTOTAL

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PRE-MOVE

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Gas (if driving)	
Lodging during trip	
Food >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	
Activities en route (turn your PCS into vacation	n)
Kennel expenses	
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Kennel expense if pets need to be boarded

SUBTOTAL

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Temporary Lodging at new duty station
Eating Out
Registration fees for schools, sports, or daycare
Registration fees on vehicles (if changing plates) -
Updating home/renters/vehicle insurance

SUBTOTAL

Rental deposit	s (if rent	ing)	>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	*****	>
Restocking the	e fridge a	nd f	reez	zer»»	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	*****	0
Deposits on ut	ilities, in	tern	iet,	cabl	le »»»	*****	i.
Replacing hom	ne goods	nee	ded	in 1	new	home	
Storage	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	·>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	*****	>>
Restocking clea	aning suj	opli	es »»	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>

SUBTOTAL



To-Do Lists

Moving takes organization. Use these blank to do lists and don't forget a thing! We break it down, from orders in hand, to months out, to weeks out, to the day of your move!

ORDERS IN HAND

NOTES

THREE MONTHS OUT

NOTES

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TWO MONTHS OUT	NOTES
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ONE MONTH OUT	NOTES

THREE WEEKS OUT	NOTES

TWO WEEKS OUT NOTES	

ONE WEEK OUT	NOTES

DAY OF MOVE	NOTES

AFTER THE MOVE

NOTES



Give/Sell/Toss

Moving means its de-clutter time! As you are going through your home, use this list to mark those items you want to donate, sell, or trash!

GIVE	SELL	TOSS



Important Contacts

Keep all of your must have contacts on this sheet! In case your phone dies and you can't get to your contact list, it's important to have emergency contact numbers written down in your PCS Binder!

N.T.		
Name:		
Phone:		_
Email:		_
Address:		

Nar	ne: _		
Pho	one:_		
	ail: –		
Add	dress	:	

Name:	
Phone:	
Email:	
Address:	

Phone:_____

Email: _____

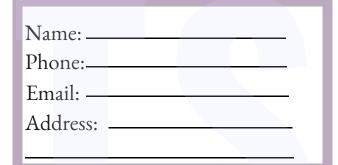
Address:

Name:	
Phone:	
Email:	
Address:	•

Name: ______ Phone: ______ Email: _____

Address:

Name:		_
Phone:		_
Email: —		_
Address:		





Inventory List

Whether you are using movers or DITY, you'll want to have a solid inventory list. If you don't inventory everything, at least be sure to inventory your most valuable items!

Item Name	Description	Quantity	Serial Number	Photo/Video Taken	Notes