

# Box index

Write the same box number on its label and any first-open entry.

FILLED FICTIONAL EXAMPLE

| BOX # | DESTINATION ROOM | CONTENTS TO FIND               |
|-------|------------------|--------------------------------|
| 001   | Kitchen          | Mugs, tea strainer             |
| 002   | Kitchen          | Plates, cereal bowls           |
| 003   | Kitchen          | Mixing bowls, measuring cups   |
| 004   | Kitchen          | Tea towels, table napkins      |
| 005   | Kitchen          | Serving spoons, spatulas       |
| 006   | Bedroom          | Pillowcases, flat sheets       |
| 027   | Bedroom          | Duvet cover, spare pillowcases |
| 008   | Bedroom          | Sweaters, scarves              |
| 009   | Bedroom          | Socks, everyday shirts         |
| 010   | Bedroom          | Blankets, cushion covers       |

Use one number for the whole move, even if its destination room changes.

Need more detail? Use another row with the same box number.

# Box index

Write the same box number on its label and any first-open entry.

FILLED FICTIONAL EXAMPLE

| BOX # | DESTINATION ROOM | CONTENTS TO FIND              |
|-------|------------------|-------------------------------|
| 011   | Guest room       | Board games, playing cards    |
| 012   | Guest room       | Novels, bookmarks             |
| 013   | Guest room       | Photo frames, shelf ornaments |
| 014   | Guest room       | Throws, sofa cushions         |
| 015   | Guest room       | Drawing pads, colored pencils |
| 016   | Dining room      | Notebooks, folders            |
| 017   | Dining room      | Pens, ruler, paper clips      |
| 018   | Dining room      | Desk organizers, bookends     |
| 019   | Dining room      | Reference books, sticky notes |
| 020   | Dining room      | Envelopes, blank paper        |

Use one number for the whole move, even if its destination room changes.

Need more detail? Use another row with the same box number.

# Matching box labels

Four plain-paper labels. Cut on the dashed outlines.

FILLED FICTIONAL EXAMPLE

|       |                    |
|-------|--------------------|
| BOX # | DESTINATION ROOM   |
| 001   | Kitchen            |
|       | CONTENTS           |
|       | Mugs, tea strainer |

|       |                      |
|-------|----------------------|
| BOX # | DESTINATION ROOM     |
| 002   | Kitchen              |
|       | CONTENTS             |
|       | Plates, cereal bowls |

|       |                              |
|-------|------------------------------|
| BOX # | DESTINATION ROOM             |
| 003   | Kitchen                      |
|       | CONTENTS                     |
|       | Mixing bowls, measuring cups |

|       |                           |
|-------|---------------------------|
| BOX # | DESTINATION ROOM          |
| 004   | Kitchen                   |
|       | CONTENTS                  |
|       | Tea towels, table napkins |

Print on plain paper, not a pre-cut sticker sheet. All labels need your own box number.

# Matching box labels

Four plain-paper labels. Cut on the dashed outlines.

FILLED FICTIONAL EXAMPLE

|       |                          |
|-------|--------------------------|
| BOX # | DESTINATION ROOM         |
| 005   | <b>Kitchen</b>           |
|       | CONTENTS                 |
|       | Serving spoons, spatulas |

|       |                          |
|-------|--------------------------|
| BOX # | DESTINATION ROOM         |
| 006   | <b>Bedroom</b>           |
|       | CONTENTS                 |
|       | Pillowcases, flat sheets |

|       |                                |
|-------|--------------------------------|
| BOX # | DESTINATION ROOM               |
| 027   | <b>Bedroom</b>                 |
|       | CONTENTS                       |
|       | Duvet cover, spare pillowcases |

|       |                   |
|-------|-------------------|
| BOX # | DESTINATION ROOM  |
| 008   | <b>Bedroom</b>    |
|       | CONTENTS          |
|       | Sweaters, scarves |

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# Matching box labels

Four plain-paper labels. Cut on the dashed outlines.

FILLED FICTIONAL EXAMPLE

|       |                        |
|-------|------------------------|
| BOX # | DESTINATION ROOM       |
| 009   | Bedroom                |
|       | CONTENTS               |
|       | Socks, everyday shirts |

|       |                          |
|-------|--------------------------|
| BOX # | DESTINATION ROOM         |
| 010   | Bedroom                  |
|       | CONTENTS                 |
|       | Blankets, cushion covers |

|       |                            |
|-------|----------------------------|
| BOX # | DESTINATION ROOM           |
| 011   | Guest room                 |
|       | CONTENTS                   |
|       | Board games, playing cards |

|       |                   |
|-------|-------------------|
| BOX # | DESTINATION ROOM  |
| 012   | Guest room        |
|       | CONTENTS          |
|       | Novels, bookmarks |

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# Matching box labels

Four plain-paper labels. Cut on the dashed outlines.

FILLED FICTIONAL EXAMPLE

|       |                               |
|-------|-------------------------------|
| BOX # | DESTINATION ROOM              |
| 013   | <b>Guest room</b>             |
|       | CONTENTS                      |
|       | Photo frames, shelf ornaments |

|       |                       |
|-------|-----------------------|
| BOX # | DESTINATION ROOM      |
| 014   | <b>Guest room</b>     |
|       | CONTENTS              |
|       | Throws, sofa cushions |

|       |                               |
|-------|-------------------------------|
| BOX # | DESTINATION ROOM              |
| 015   | <b>Guest room</b>             |
|       | CONTENTS                      |
|       | Drawing pads, colored pencils |

|       |                    |
|-------|--------------------|
| BOX # | DESTINATION ROOM   |
| 016   | <b>Dining room</b> |
|       | CONTENTS           |
|       | Notebooks, folders |

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# Matching box labels

Four plain-paper labels. Cut on the dashed outlines.

FILLED FICTIONAL EXAMPLE

|       |                          |
|-------|--------------------------|
| BOX # | DESTINATION ROOM         |
| 017   | Dining room              |
|       | CONTENTS                 |
|       | Pens, ruler, paper clips |

|       |                           |
|-------|---------------------------|
| BOX # | DESTINATION ROOM          |
| 018   | Dining room               |
|       | CONTENTS                  |
|       | Desk organizers, bookends |

|       |                               |
|-------|-------------------------------|
| BOX # | DESTINATION ROOM              |
| 019   | Dining room                   |
|       | CONTENTS                      |
|       | Reference books, sticky notes |

|       |                        |
|-------|------------------------|
| BOX # | DESTINATION ROOM       |
| 020   | Dining room            |
|       | CONTENTS               |
|       | Envelopes, blank paper |

Print on plain paper, not a pre-cut sticker sheet. All labels need your own box number.

# Open these first

Choose your own items. Copy their exact box number and destination.

FILLED FICTIONAL EXAMPLE

| ITEM TO FIND | BOX # | DESTINATION ROOM |
|--------------|-------|------------------|
| Mugs         | 001   | Kitchen          |
| Tea towels   | 004   | Kitchen          |
| Pillowcases  | 006   | Bedroom          |
| Duvet cover  | 027   | Bedroom          |
| Board games  | 011   | Guest room       |
| Pens         | 017   | Dining room      |
|              |       |                  |
|              |       |                  |

This is a short list of items you want sooner, not a required packing list.

Changing a box number? Update this page, the index and the attached label.

# Move timeline

Add your own dates, tasks and names. No suggested deadlines.

FILLED FICTIONAL EXAMPLE

| DATE / TIME | TASK                                       | WHO  |
|-------------|--------------------------------------------|------|
| Oct 14      | Choose destination room names              | Alex |
| Oct 15      | Label kitchen boxes and copy the index     | Alex |
| Oct 16      | Update 007 to 027 on all three pages       | Sam  |
| Oct 17      | Update Guest room and Dining room labels   | Sam  |
| Oct 18      | Compare first-open entries with box labels | Alex |
| Oct 19      | Find mugs and pillowcases using the index  | Sam  |
|             |                                            |      |
|             |                                            |      |

Keep the dates you choose here. Change a row when your plan changes.

These fields do not fill or update any other page automatically.