

Residential Relocation Project Template

Project Information

Project Name	
Project Manager	
Start Date	
Target Move Date	
Current Address	
New Address	

Key Contacts

Name	Role	Phone	Email

Timeline

Milestone	Due Date	Status
Planning & Inventory		
Notifying Stakeholders		
Packing		
Moving Day		
Unpacking & Setup		

Checklist

Task	Status	Notes
Create inventory list		
Hire moving company		
Collect and pack supplies		
Change address with utilities		
Confirm moving date		

Notes

