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Paxem can perform any of the following tasks for you. You may hire Paxem for as many or as little tasks as you like our only minimum is three hours per person per day.

### **Preparing for the Move**

- Staging your home for sale.
- Sorting through and helping you decide what will move with you.
- Design a floor plan with current furnishings.
- Pre-packing of items for your next home.
- De-cluttering the items no longer needed (sell/donate/toss).
- Shred documents.
- Preparing the charity items and scheduling of pick-ups.
- Recommendations and coordination with other professional services such as SRES Realtors, estate sale companies, etc.
- Packing in an organized, speedy manner with all items labeled properly.
- Ship items to loved ones.
- Hire and manage the movers.
- Oversee the move: the packing, loading, unloading and placement of furniture and cartons.
- Plan the entire move; schedule and complete time-consuming chores long before the truck arrives.
- Supply indispensable information to design move strategies tailored to specific needs.

### **During the Move**

- Pack the remaining belongings.
- Manage the mover and other support services.
- Unpack and set up your new home including making the beds, hanging the art, connecting electronics, etc.
- Direct furniture placement.
- Light housekeeping.
- Run errands such as purchasing new furniture, picking up lunch, groceries, or other necessities.

### **After the Move**

- Final clean-out of original home.
- Final cleaning of original home.
- Arrange for donation pick up.