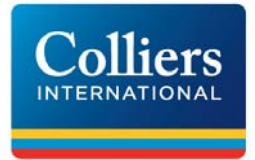




# Moving Checklist

RESIDENTIAL SALES



*Moving's not easy. Let us help you make it a smooth one.*

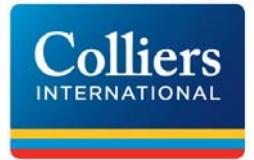
## BEFORE THE MOVE

- Select removalist. Get two or three comprehensive quotes. Ensure you discuss insurance.
- Have a supply of notification cards – it's the best way of informing people about your change of address.
- If renting, advise the owner or managing agent, giving the required 28 days notice in writing.
- Advise gas, electricity and water providers. Arrange final readings, the disconnection of each and then arrange for reconnections at the new address.
- Advise Australia Post and have your mail redirected to your new address.
- Advise telephone and internet providers for disconnection and reconnection of services at your new home.
- Advise the Australian Taxation office of your new address.
- Go through your wallet and look at your cards to see what other organisations you need to notify (loyalty cards, hairdressers, service/trades people).
- Advise your road authority for your registration/licence.
- Advise Medicare of your change of address.
- Advise banks, credit card institutions, credit unions and finance companies.
- Advise insurance companies (house, contents, life, income, health, car etc).
- Advise solicitors, stockbrokers and superannuation firms.
- Advise the Australian Electoral Commission.
- Advise any publications (newspapers, journals, magazines etc) of your change of postal address.
- Advise your local library and don't forget to return any overdue books.
- Why pay to move items you no longer want? Start afresh. It is amazing the number of things you will discover that you don't need. Consider having a garage sale. Sell items online. Donate the rest to charity.
- If you plan to do some or all of your own packing, start well before your moving date. Start with seldom used articles. Make sure you label each box carefully and nominate which room it should be placed in.



# Moving Checklist

RESIDENTIAL SALES



## LAST WEEK BEFORE THE MOVE

- Cancel all delivery services, such as the newspaper, fruit & vegetable or pharmaceutical deliveries.
- Tidy the garden, cut the lawns and remove any rubbish. It is wise to empty fuel from lawn mowers, lamps and fuel heaters. Also empty any gas bottles – they have been known to explode in removalist trucks.
- Collect/return anything outstanding, eg, dry cleaning, items in for repair.
- Confirm arrival time with removalist.
- Arrange a permit for on-street parking (if required).
- Defrost fridge the night before your move.
- Don't forget to say goodbye to your neighbours.
- Organise to have the carpet cleaned before you move.

## MOVING DAY

- Keep valuable documents and keys handy.
- Make a final inspection to be sure nothing has been forgotten.
- Look through cupboards, garden sheds and the garage.
- Ensure everything is turned off and locked.
- Supervise placement of furniture and cartons.
- Check telephone, electricity and gas are all connected (in your new home).
- Arrange for children and pets to stay with friends or relatives for the day. Moving is stressful enough without too many interruptions.

## MOVING WITH CHILDREN

- Discuss the upcoming move with your children. Talk to them about where you are moving to. Show them pictures or take them to look at the new home if you can.
- Allocate tasks to all family members to get them involved.
- Label your children's belongings so you can find them easily when you arrive at your new home.
- Take photos of your old house so your children can remember their time there.