



Moving Checklist

Use this checklist as a guide to help you move house. Print off then tick the boxes when you have completed the task.

Disconnect utilities

You should be disconnected from your utilities. Notify the relevant services **at least** 48 hours in advance. You may be able to redirect these services to your new address, so it's all ready when you arrive.

- Gas and/or electricity
- Telephone
- Internet provider
- Cable TV e.g. Foxtel

Cancel Deliveries

- Newspapers/magazines
- Bread/Milk

Redirect

- Mail

Advise friends & others of your new address

Go through your address book and send out change of address cards. You can buy these from the post office or have them cheaply printed at your local instant printer. Alternatively, you can email your new address to people.

- Friends
- Family
- Work
- Sporting Groups
- Doctor
- Dentist
- Banks
- Accountant/Solicitor
- Tax Office
- Road Authority for Driver's licence & registration
- Insurance

- Credit Card(s)
 - Memberships e.g. movie memberships, etc.
 - Others
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Getting ready to move

- Get quotes from removalists and book the one most suited to your needs
- Arrange insurance for goods in transit (your removalist may cover this)
- Prepare floor plan of your new house and number rooms for boxes
- Pack jewellery/valuables to take yourself or arrange a special carrier
- Don't forget your pets!
- Pack fragile items yourself
- Mark each carton with the room and room number it's intended for
- Mark items to be handled with special care
- Defrost the fridge and freezer
- Throw out rubbish in sealed bags
- Water the garden for one last time

Plan ahead for your new home

- Prepare to have the carpets cleaned
- Prepare to clean cupboards and bathrooms
- Prepare for utilities to be connected
- Arrange house and contents insurance

Final check

- Turn off the water, gas, and electricity
- Lock up securely, leaving some ventilation
- Check all cupboards, storerooms, sheds and under the house
- Hand over keys to agent
- Pick up your new keys

When you arrive

- Enjoy your new home!