

# The Ultimate Moving Checklist

## 8 WEEKS BEFORE YOUR MOVE

Date: .....

- Ask your agent to recommend a great Removalist company
- Start collecting quotes from Removalist companies. Enquire if they offer insurance for your goods in transit
- Get some boxes (If you commit to a Removalist they will often give you boxes as part of the deal)
- Create a 'moving file' to keep track of quotes, receipts and other important information
- Start researching your new community – community services available, doctor surgeries, veterinary clinics etc.

## 7 WEEKS BEFORE YOUR MOVE

Date: .....

- Start compiling medical, dental, veterinarian and school records. File these in a safe place
- Gather copies of legal and financial records. Also file these in a safe place to prevent being misplaced during the packing process

## 6 WEEKS BEFORE YOUR MOVE

Date: .....

- Start thinking about how you will move valuables and difficult to replace items
- If you don't have them yet, order boxes and packing supplies
- Start sorting through your belongings and separate items into those you will keep, donate, or discard
- Plan a garage sale

## 5 WEEKS BEFORE YOUR MOVE

Date: .....

- Begin packing items you don't use often. Clearly label each box with its contents and the room it's destined for in your next home. Remember to mark boxes with fragile contents
- Assemble a folder of important info about your house for the next home owner
- Confirm the settlement date with your Real Estate Agent
- Arrange a mail re-direction with Australia Post. Ensure that it coincides with settlement date

#### 4 WEEKS BEFORE YOUR MOVE

Date: .....

- Notify these utility services of your move (both at your old and new locations);
  - Electricity
  - Water
  - Gas
  - Telephone / Mobile Phone
  - Internet
  - Pay TV
- Host a garage sale and discard of any unsold items that you do not wish to bring to your new home
- Call your local council to book a bulk rubbish collection so you can discard of any rubbish, unwanted items or garden clippings prior to settlement day

#### 3 WEEKS BEFORE YOUR MOVE

Date: .....

- Make travel and care arrangements for your pets
- Organise care arrangements for your children for moving day

#### 2 WEEKS BEFORE YOUR MOVE

Date: .....

- Notify these professional services of your move
  - Accountant
  - Doctor & other Health Professionals
  - Dentist
  - Day Care Centres
  - Employer
  - Financial Planner
  - Insurance Companies:
    - Home & Contents
    - Car, Boat, Trailer, Caravan
    - Life, Income, Funeral Plans
    - Private Health
  - Schools/Universities
  - Sporting Clubs
  - Solicitor/Legal Representatives
  - Superannuation Fund
  - Pet Microchip Registry
  - Veterinarian
- Notify these services/accounts of your move;
  - Bank/Credit Union Companies (everyday banking accounts, loans etc)
  - Gym/Health Club
  - Home & Garden Maintenance – lawn, cleaners etc.
  - Magazines Subscriptions
  - Newsletters/Newspaper Subscriptions

- Notify these government offices of your move
  - Australian Taxation Office
  - Australian Electoral Commission
  - Department of Human Services (Centrelink, Medicare, Child Support etc.)
  - Department of Transport – Vehicle, Trailer, Boat etc. Registration
- Plan meals for the last 2 weeks to use up your food to help you travel lighter
- Continue packing. Clean each room as you go so you're not left with a whole house to clean on moving day

### 1 WEEK BEFORE YOUR MOVE

Date: .....

- Review your moving plans and confirm trailer/truck hire, or confirm arrangements with Removalists
- Contact your Real Estate Agent to arrange a time to hand over the keys on settlement day
- Confirm travel and care arrangements for pets
- Confirm care arrangements for children
- Print two copies of your moving bill and keep one in your move file
- Pack an essentials box to keep with you during the move
- Measure furniture and doorways to determine if larger pieces will fit through the door
- Empty and defrost refrigerator at least 24 hours before the move
- Disassemble any larger items – beds etc.
- Fill any prescriptions you will need during the move

### MOVING DAY

Date: .....

- Place carpet, floor and door frame protectors throughout your home
- Load goods in a pre-designated order, saving "last load" items for the rear of your trailer/truck
- Check every room, cupboards and draws one last time to make sure nothing is left behind
- Leave the folder containing important info about your house on the kitchen bench top for the new owner
- Turn off water, gas and electricity
- Lock all doors and windows securely
- Hand keys over to your Real Estate Agent at the arranged time

### MOVING IN CHECKLIST

- Clean your new home
- Unload your items and begin organizing your new home
- Keep all receipts and documents in your move file and store it in an easy-to-remember location

**Enjoy your new home!**

**Southgate**  
real estate  
SERVING THE SOUTH SINCE 1976

**MOANA**  
1/1 GRIFFITHS DRIVE  
**8386 2322**

**McLAREN VALE**  
178 MAIN ROAD  
**8323 9333**