



03 9885 6722 / 0418 383 893

MOVING CHECKLIST

8 Weeks Prior to Moving

- ☐ Start looking at moving companies and collect estimates
Let them know if you have stairs / difficult driveways / limited road access for parking.
- ☐ Budget for moving expenses
- ☐ Create a "Move" file for quotes, receipts and other important information
- ☐ Start researching your new community for clubs, shopping etc.

7 Weeks Prior to Moving

- ☐ Start compiling medical, dental, shot and prescription records
- ☐ Ask your Doctor for referrals for your new location
- ☐ Arrange for School, and Vet records to be transferred to your new location
- ☐ Keep copies of legal and financial records in your folder
- ☐ Check with your insurance company about changes to your policy for the new location

6 Weeks Prior to Moving

- ☐ Go through your home and sort out what you will – Keep, throw away, donate
- ☐ Plan a garage sale or take items to a market
- ☐ Plan how to move valuables and irreplaceable items
- ☐ Use up items that cannot be packed, frozen food, bleach and aerosols

5 Weeks Prior to Moving

- ☐ Order boxes and packing supplies (check eBay / gumtree for bargains)
- ☐ Pack items you seldom use
- ☐ Label each box with what room it is to go in and contents
- ☐ Confirm your moving date

4 Weeks Prior to Moving

- ☐ Book your move by calling 03 9885 6722

- ☐ Make travel arrangements for pets / yourselves
- ☐ Create a file for moving; include all important documents, insurances, personal details, passports. Mark box clearly as important and not to be packed in movers truck
- ☐ Have a garage sale to clear unwanted items

3 Weeks Prior to Moving

- ☐ Plan what items need to be moved, plants, heavy garden items, heavy garage items. Check with mover about requirements
- ☐ Dispose of flammables, corrosives and poisons. These cannot be shipped in our vans / trucks
Arrange for gas bottles to be moved. These also cannot be moved in our vans / trucks

2 Weeks Prior to Moving

- ☐ Notify these services of your move
- ☐ Electricity
Final Bill for current address
New account for new address
- ☐ Water
Final Bill for current address
New Account for new address
- ☐ Gas
Final Bill for current address
New account for new address
- ☐ Telephone
Final Bill for current address
New account for new address
- ☐ Cable / Foxtel
Final Bill for current address
New account for new address
- ☐ Rates
Final Bill for current address
New account for new address
- ☐ Change Mail addresses
- ☐ Accountant
- ☐ Tax Office
- ☐ Superannuation Fund
- ☐ Ambulance
- ☐ Attorney
- ☐ Doctor

- ☐ Dentist
- ☐ Health Insurance provider
- ☐ Medicare
- ☐ Insurance for home / contents and car
- ☐ Schools
- ☐ Bank / Credit Union / Mortgage / Finance Companies
- ☐ Car Finance Company
- ☐ Credit Card providers
- ☐ Clubs / organisations
- ☐ Social Groups
- ☐ Rewards Cards / Frequent Flyer Etc.
- ☐ Employment
- ☐ Monthly memberships (Netflix etc.)
- ☐ Car Registrations / Licence change of address
- ☐ Magazines / Newspapers
- ☐ ETags / Transport Cards
- ☐ Confirm parking for moving truck you may require a council permit if on a busy road.
- ☐ Plan meals for family to use up goods in freezer / pantry
- ☐ Assemble folder with important information about your home for the new owner

1 Week Prior to Moving

- ☐ Review moving plans, confirm with removalist
- ☐ Create list of no of boxes and items for each room
- ☐ Notify friends of family of new address / contact details
- ☐ Pack an essentials box for moving day.
Kettle, tea / coffee/ sugar / milk/ cups, spoons, paper plates / snacks / cleaning materials/ tea towel/ towel, cleaning cloth / bucket
- ☐ Drain gas and oil from garden equipment, gas cylinders etc.
- ☐ Drain water from hoses / ponds in the garden if necessary
- ☐ List everything outdoors that needs to be moved.

- ☐ Measure doorways and furniture to make sure they will fit through doorways and hallways
- ☐ Empty and defrost Fridge and Freezer 24hrs before you move
- ☐ Clean your new home
- ☐ Fill any prescriptions you may need for moving

Moving Day

- ☐ Show your mover what needs to be moved so that they can determine how it will fit into the truck / van / container
- ☐ Place carpet, floor and door frame protectors throughout your home
- ☐ Make sure items to be loaded last are all in one place to ensure they are the first off the truck
- ☐ Check every room / cupboard and closet / garage and garden to make sure nothing is left behind
- ☐ Leave a note with your new address so that stray mail can be forwarded.

After Moving Day

- ☐ Arrange cleaners / carpet cleaning for old home
- ☐ Unpack and arrange your new home
- ☐ Make sure all equipment is in working order and let transport company know if there are any damages – There is usually a short timeframe for this to be done.
- ☐ Keep all receipts and documents from moving easily accessible.

Enjoy your new home.