

## 1 Week Before

## 2 Weeks Before

## 4 - 6 Weeks Before

- ☐ Book your removalist
  - ☐ Make a floor plan for your new home and plan furniture placement
  - ☐ Declutter and sell/rehome any items that will not be required at your new home
  - ☐ Book a council collection (if possible) for rubbish
  - ☐ Arrange transfer of internet, phone and electricity services
  - ☐ Arrange delivery of packing materials
  - ☐ Begin packing non essential items
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- ☐ Continue packing non-essential items. Ensure all boxes are clearly labelled with room and contents
  - ☐ Contact us about donating or dumping any items you were unable to sell/rehome
  - ☐ Change address for all essential contacts and arrange mail redirection
  - ☐ Cancel or rearrange any deliveries being made to your current home
  - ☐ Check hidden areas such as garden sheds and under the house for items to be packed
  - ☐ Arrange care for pets and children on moving day
  - ☐ If you are transporting your car, make arrangements for this
  - ☐ Arrange home and contents insurance for your new home
  - ☐ Contact us to arrange steam cleaning or general cleaning
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- ☐ Remove flammables - drain fuel from lawnmowers and empty other containers
  - ☐ Remove batteries from items going into storage
  - ☐ Set aside bed linens, towels that will be used on the first night so beds can be made up as soon as possible on moving day
  - ☐ Water pot plants only lightly this week if at all
  - ☐ Return any borrowed items (library items for example) and collect any drycleaning or items on loan
  - ☐ Finish packing all but the essentials
  - ☐ Pack an overnight kit include kettle, tea and coffee, breakfast requirements, special childrens toys, pet requirements (especially leads) bathroom necessities, medications, snacks, tools, toilet paper, linen and towels
  - ☐ If you are dismantling furniture yourself place all bolts, screws and other small attachments that make up the furniture in a labelled zip lock bag and place in an essentials box that will contain items of this kind such as remote controls, phone chargers, internet cables and instructions to reassemble furniture.

## 1 Day Before

- ☐ If you are having your home professionally packed, this will most likely occur today
- ☐ Defrost, clean and dry out fridge. Place dry tea bags and a toilet roll inside to absorb odours if it will be stored
- ☐ Dispose of any non- perishable food or organise and esky to transport food to your new home
- ☐ Reserve space for the removalist truck
- ☐ Seperate items that are not to be packed

## Moving Day

- ☐ Disassemble beds if this has not been included in your removalist service
- ☐ Collect all house keys and return to real estate (if applicable)
- ☐ Walk through house to ensure all items have been collected
- ☐ Turn off power and tighten all taps
- ☐ Lock the house
- ☐ On arrival to your new home, direct the removalists to where furniture should be placed according to your floor plan

## Services to Change Address

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Superannuation |
| <input type="checkbox"/> Gas         | <input type="checkbox"/> RMS            |
| <input type="checkbox"/> Phone       | <input type="checkbox"/> Accountant     |
| <input type="checkbox"/> Internet    | <input type="checkbox"/> All insurances |
| <input type="checkbox"/> Doctor      | <input type="checkbox"/> Schools        |
| <input type="checkbox"/> Vet         | <input type="checkbox"/> Employer       |
| <input type="checkbox"/> Bank        | <input type="checkbox"/> Tax office     |
| <input type="checkbox"/> Health fund | <input type="checkbox"/> Electoral role |



## Packing tips

- Everything that fits in a box, goes in a box
- Use clean white butcher's paper, newspaper can transfer ink to some items
- Use strong removalist boxes of consistent size which will stack neatly and not collapse under weight
- Label every carton with contents and room destination
- Flammables such as aerosols, flyspray, spray paints, methylated spirits should be boxed separately and carried in your car
- Pack lighter items in large cartons, heavier items in small cartons and heavier items on the bottom of cartons
- Consider packing and taking very valuable or sentimental items with you in your car