

MOVING HOUSE CHECKLIST

Will you be moving house soon? Use our checklist to organise and plan your move so that everything goes as smoothly as possible!

4 – 5 weeks before the move

This is around the time that your home loan is formally approved. At this stage, you will need to pick your moving date and book your removal company or a truck if you are moving yourself.

Make sure you find out the following:

- Costs.
- Do they have insurance? Consider getting your own transit insurance if you're not satisfied.
- Do they help with packing?
- Delivery and claims procedures.
- Costs if the move needs to be rescheduled due to settlement delays.

Once the date is set, apply for work leave as soon as possible and consider taking the day before and day after off as well.

Important: Settlement delays are quite common so it is advisable that you book your removalist around one week after settlement. If you' are renting, give notice to managing agent.

If you are hiring a truck and moving everything yourself, consider also hiring a trolley to help you move any large furniture. Most places that rent out trucks also lend out trolleys and removalist blankets to protect your furniture during the move.

If you are doing the packing yourself

- Purchase boxes and packing material (packaging tape, adhesive tape and permanent markers). You can often get boxes from Bunnings Warehouse or a local supermarket. Don't use newspaper! Use clean white paper as newspaper soils and stains items.
- Pack lighter items in larger boxes and heavier items in smaller boxes. This will make handling the boxes a lot easier when moving them around.
- Label every box clearly:
 - Note down what its contents are.
 - Prepare an "essentials" box, containing important items such as shelf supports, remote controls, bed legs, keys, mobile phone charger, and furniture assembly instructions/manuals.
 - Note its room destination.
 - Draw an arrow on the box to show the correct way the box should be standing. This is especially important for boxes holding fragile and breakable items.

3 - 4 weeks before the move

- Create an inventory of all the items that you will be taking with you and things that you might want to sell.
- Remember that charities, friends and family may appreciate any goods that you no longer need. This way you will not have to pay to have those items removed.
- Consider holding a garage sale to get rid of these items.
- Remember to sort through your garage and backyard.
- Make a note of any valuable or fragile items that may require special care to move.
- Take measurements of your new home to ensure your furniture fits. Map out the floor plan so you have some order as to where your belongings will go as the removalist starts unloading.
- Throw out anything in the kitchen that is past its use-by date.
- Start using up food in the freezer.
- Create a meal and groceries plan that will empty your fridge and pantry items by moving day. Check for any specific moving instructions for your washing machine, dryer and any

other large appliances, to avoid damage. For example, you may want to fit your washing machine with shipping bolts.

- Create a folder or archive box for all your documents.
- Start organising schooling transfers if need be.

2 – 3 weeks before the move

- Ensure that your new home is thoroughly cleaned before you move in. In most states, the vendor is not obligated to clean the home before you move in. So you may want to do it yourself after settlement or book a cleaner to do it for you.
- Ensure that your original home is cleaned after you move out.
- It's good to have a buffer or overlap between cancelling your utilities in your old home and having them installed in your new home. As a general rule, leave them on in your old property 48 hours after the set moving day just in case there are unforeseen delays:
 - Netflix and cable TV (Foxtel).
 - Telephone (if you still have a landline!). If you have trouble connecting the phone in your new property, ask the vendor who their phone company is and just go with them.
 - Internet service provider.
 - Gas and electricity.
 - Water.
- Arrange for a family member or friend to take care of any young children or pets on moving day.
- Make sure your car is running smoothly, particularly if you're making a long trip to your new home. If it's an older car, you may want to consider getting serviced before moving day.

1 week before the move

- Provide the removalist with a layout of each room in your new home, which details furniture placement.
- Lightly water your indoor plants and pack them into plastic-lined boxes.
- Set aside towels and bed linen to use on the first night in your new home.
- Back up your computer and essential devices now and store them securely and safely.

- Remove batteries from battery powered items.
- Contact Australia Post and ask them to redirect your mail to your new address.
- Dispose of dangerous items (that cannot be moved) such as gas cylinders, which should be empty and have the valve open. If need be, arrange for the safe disposal of dangerous items like pesticides, motor oil, petrol, charcoal, fertiliser, paints, etc.

2 – 3 days before the move

- Purchase plenty of cleaning supplies – you will need them on moving day.
- Start packing your “survival” box or day bag and include important medications, a first-aid kit, toiletries, and other essentials. You don’t want them packed away on the truck when you really need them!
- Arrange access and parking for the removalist truck.
 - Confirm that your removalist has both your mobile number and the new address, as well as clear instructions on the time they are expected to arrive on moving day.
 - Find out access details and key collection for your new home. You can usually pick up the keys to your new home on settlement day.

The day before the move

- Keep all valuable items with you, not in the truck.
- Defrost and empty out your refrigerator.

The moving day has arrived!

- Stand at the removalist’s entry point to give clear instructions on furniture placement.
- Try not to have too many visitors – keep it to a minimum.
- Make sure you collect all house and car keys and ensure that the telephone has been disconnected.
- Turn off all power in your old home, ideally the fuse box.
- Have a copy of the plan at hand for the furniture layout/placement of the new house.
- Check all cupboards and rooms for any forgotten items.

Your new home

- Check that all utilities are connected and that the hot water and power are on.
- If you are concerned about the security, have the security checked and the locks changed.
- Contact your local council for information on garbage collection.
- Meet your new neighbours.

After the move

- Notify all the relevant people/authorities of your new address, including:
 - Car licence and registration of car insurance.
 - Health care cards and Medicare cards.
 - Your employer.
 - Newspaper or magazine subscriptions.
 - Banks and financial institutions. Note that the lender for your home loan should update your address automatically at settlement (but this doesn't always happen!). If you have pets, you'll need to update their registration details with your new council (depending on where you're moving).
- Don't forget that you're probably in a new electorate so ensure that you know when and where you need to vote!

Top tip

The key to moving houses effectively is to be organised well ahead of moving day. This will ensure that you are not running around at the last minute trying to sort things out.

If you plan ahead, moving day should be stress-free and everything should run smoothly!