

# Moving Checklist

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## In the month before you move

- Scout around for tape, marking pens and sturdy boxes
- Confirm your date of moving
- Have a thorough clean out. Organise a garage sale or donate unwanted good to charity
- Ensure all your furniture, appliances and whitegoods will fit into your new address
- Start using all the frozen and canned foods you've been storing
- Prepare an inventory of boxes and a list of essential items you'll need on moving day
- Organise a furniture removalist if necessary

## In the final days

- Contact utilities and organise final gas, electricity and water meter readings
- Organise utilities that you will require at your new address too
- Organise to discontinue telephone services lines (remember international lines you may have more than one), Foxtel/Optus T.V, connections and your internet service provider
- Complete an Australia Post Mail Redirection Service Application to redirect your mail to your new address
- Cancel local arrangements such as lawn-mowing services, newspaper or milk deliveries
- Return library books and videos, collect any outstanding items such as dry cleaning etc.
- Have a final clean-out, defrost and clean your fridge and freezer
- Inspect your new address and organise any necessary repairs or maintenance e.g. steam cleaning

## On the day

- Ensure valuables remain safe or with you at all times
- Check all cupboards and storage areas
- Mark boxes of essential items (like your kettle for that well deserved cuppa!)
- Turn off gas at the meter and electricity at the switchboard
- Say your final goodbyes, lock all doors and move on

# Moving Tips

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## Tips for getting organised

- Ask local bottle shop retailers or supermarkets for smaller spare boxes
- Consider using clear plastic storage tubs as they are cheap, the contents are easily identifiable, and they are waterproof
- Hire a trolley for moving heavier items to save time, and your back!
- Wear some garden gloves to protect your hands
- Place dissembled furniture parts in a bag and tape to items (e.g. wheels)
- Remove the plate from your microwave and tape the door shut
- Pack frozen foods in some ice in an esky
- Pack sharp tools and utensils carefully with plenty of padding
- Tape butchers paper - not newspaper - over shiny surfaces to prevent marking
- Try to pack heavy things in smaller boxes and lighter items in larger boxes
- Tighten the lids on jars and bottles of food and toiletries
- Distribute books out evenly amongst boxes as these are the heaviest
- Move boxes to the room closest to the exit before the day
- Mark each box with the room it is intended, and mark boxes of storage items

## Spread the word

Remember to ensure everyone can still contact you once you've moved on.

Below are some of those you may need to advise of your change in address:

- Friends and relatives, of course
- Sporting clubs and community groups
- Your employer and/or education facility
- Doctor
- Dentist
- Banks and credit card companies
- Solicitor
- Accountant
- Tax office
- Electoral commission
- Insurance companies
- RTA (drivers licence/registration)

Keep a record of your mail to ensure you haven't missed anyone