



Checklist when moving house

Moving house can be a stressful time. To make the move as efficient and stress-free as possible a list of suggestions have been outlined below.

SIX WEEKS BEFORE THE MOVE:

- Consider your options: Will you hire a removalist who can do everything such as pack and unpack for you at the other end or strictly hire a removalist to transport your household goods from one venue to another?
- It is always wise to ring around for the best quotes and the services included in those quotes. Start inquiring earlier rather than later to maximise your chances of getting the best removalist on your required day.
- Check on removalist transit insurance. Make sure you know exactly what you will be covered. Take care not to undervalue your possessions.
- If you are going to hire a truck or trailer, book early.

Obtain packing boxes - you may be able to ask around amongst family or friends to see if they have any moving boxes you can borrow.

FOUR WEEKS BEFORE THE MOVE:

- Start packing now - begin sorting and getting rid of unwanted unused items. The less you have to pack, move and then unpack the better for your time efficiency and use of space in the next house.
- You can organise a garage sale, donate items to charity, take a trip to the local rubbish dump. There are many charities who will happily collect from your house any furniture or large items (fridges etc) that you may wish to donate. These will need to be in relatively good working condition.
- As you are packing, label each box with a "brief" description. You may wish to also state which room you would like the box allocated in the next house. This will save you having to search for required boxes and having to re-move them.

Packing Tips:

- Butcher paper is great for packing fragile items. It is clean and you will not have to re-wash items once you have unpacked. Alternatively newspaper is also good and it is economical but you will most likely need to wash items after unpacking them. Where possible use tea towels and other linen items to wrap fragile goods.

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Settlement House Pty Ltd ACN 143 930 474 ABN 42 143 930 474 Trading as A1 Conveyancing Licensed Real Estate Settlement Agent TC 61984



- Try not to pack too many heavy items into one box - you may end up with a box collapsing or worse an injured back. Pack books into small boxes and these are generally the heaviest.
- Notify your workplace of the moving date if it is mid-week and if required notify your children's school if they are being enrolled at a different school.
- Prepare a change of address list and notify the various services and business / social organisations. Arrange to have your local post office re-direct your mail.
- Contact your local internet provider and arrange connection for your new home.

TWO WEEKS BEFORE THE MOVE:

- Arrange to have the telephone, gas, electricity disconnected and reconnected to your new home on the moving date.
- A1 Conveyancing will notify the Shire and Water Corporation of the change of ownership, adjust the rates as required, and organise a final water meter reading.
- Continue packing as much as possible, leaving only your essentials for the next fortnight.
- If required consider booking a cleaning service for your old and or your new home. A carpet cleaner may need to be booked separately if the cleaning company do not offer this service.

ONE WEEK BEFORE THE MOVE:

- Arrange the final inspection with your Real Estate Agent.
- Confirm your booking with the removalist or trailer/truck hire company.
- If possible, confirm the arrangements for access to your new home.
- Cancel newspaper delivery and organise delivery to your new home.
- If you have small children and/or pets, arrange for a friend or relative to care for them on moving day.
- Organise boxes of essential items you will need for the first night in your new house e.g. bed linen, pillows, towels, toiletries, a change of clothes and night clothes for everyone.
- Do any last minute washing. Disconnect the washing machine
- If necessary, defrost the fridge.

MOVING DAY:

- Empty the fridge and disconnect.
- If possible - clean each room as it is emptied.
- When all your belongings haven been removed, do a final check – are the windows closed, the doors locked?



- Check all cupboards and drawers again.
- Check that all paintings, photos and prints have been taken off the walls.
- Switch off the electricity and the hot water system.
- Arrange delivery or collection of the keys to your former home and new home, as organised with your real estate agent or the owners.

ON ARRIVAL AT YOUR NEW HOME:

- Arrange to have someone supervise the delivery – make sure the furniture and boxes are placed in the appropriate rooms.
- Unpack only the essentials. You can always unpack the rest of the boxes with non-essentials over the following weeks.
- Make up the beds as early as possible as you will be quite tired as the day progresses.
- Check that the hot water system is working early in the day so you can have a warm shower in the evening.
- If possible arrange for the children and/or pets to be dropped off later in the afternoon. Try and have their beds and essentials unpacked before their arrival.

All the best and enjoy your new home!

NOTIFICATION OF CHANGE OF ADDRESS-Checklist

- | | |
|---|---|
| <input type="checkbox"/> Accountant | <input type="checkbox"/> Magazine subscriptions |
| <input type="checkbox"/> Alinta Gas | <input type="checkbox"/> Milk delivery depot |
| <input type="checkbox"/> Australia Post | <input type="checkbox"/> Newsagent |
| <input type="checkbox"/> Australian Taxation Office | <input type="checkbox"/> Department for planning and infrastructure - drivers license, car registration |
| <input type="checkbox"/> Bank and/or other financial institutions | <input type="checkbox"/> Professional associations, unions |
| <input type="checkbox"/> Church | <input type="checkbox"/> School, Kindy, Day care centre |
| <input type="checkbox"/> Clubs | <input type="checkbox"/> Western Power/Synergy |
| <input type="checkbox"/> Doctor | <input type="checkbox"/> Solicitor |
| <input type="checkbox"/> Dentist | <input type="checkbox"/> Superannuation Fund |
| <input type="checkbox"/> Electoral Office | <input type="checkbox"/> Telephone Provider |
| <input type="checkbox"/> Employer | <input type="checkbox"/> Vet |
| <input type="checkbox"/> Friends and relatives | <input type="checkbox"/> Others _____ |
| <input type="checkbox"/> Insurance – house, car, boat, health, life, etc. | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Internet provider | |
| <input type="checkbox"/> Library | |

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