



MOVING CHECKLIST

- Select a Removalist. Obtain two or three comprehensive quotes and ensure you discuss insurance.
- If renting, advise the owner or managing agent, giving notice in writing, as required by your Tenancy Agreement
- Advise gas and electricity providers. Arrange final readings and the disconnection of each and then arrange for re-connections at the new address:
 - (Please note as these are private accounts, your settlement agent cannot cancel/arrange personal accounts, only water, shire, and strata).
 - Alinta Gas (Residential) Ph: 13 13 58
 - Synergy (Residential) Ph: 13 13 53
- Advise Australia Post and have your mail re-directed to your new address.
- Advise your telephone provider for the disconnection and re-connection of phone services at your new home: -
 - Telstra (Sales, Installations & Disconnections) Ph: 13 22 00
- Advise the Department of Transport for your registration/license:
 - Dept of Transport (Registration & Licensing) Ph: 13 11 56
- Advise banks, credit card institutions, credit unions and finance companies.
- Advise Insurance companies (house, contents, car, life).
- Advise Solicitors, Stockbrokers and Superannuation Firms.
- Advise Electoral Register.
- Contact your local Council to establish rubbish days
- Advise Doctors and Dentists. Establish the nearest medical centre to your property.
- Advise your local library and don't forget to return any overdue books
- Advise any subscriptions (journals etc) of your change of address.
- Close or transfer club memberships – e.g., video, gym, sports clubs etc.
- Possibly consider having a garage sale
- If you plan to do some or all your own packing start well before your moving date. Make sure you identify each box carefully and nominate which room it should be placed in.
- Prepare an inventory of everything and carry it with you on moving day.

LAST WEEK BEFORE THE MOVE: -

- Arrange an appointment with your Real Estate Agent for a pre-settlement inspection of your property within 7 days of settlement.
- Cancel all delivery services, such as the daily newspaper.
- Tidy the garden, cut the lawns, and remove any rubbish.
- Collect/return anything outstanding e.g., dry cleaning and anything that has been in for repair.
- Confirm arrival time with removalist.
- Defrost the fridge the night before your move.
- Let your neighbours know you are on the move if you haven't already!

MOVING DAY: -

- Keep valuable documents, and keys handy.
- Make a final inspection to be sure nothing has been forgotten. Look through closets, garden sheds and the garage.
- Ensure everything is turned off and locked.
- Supervise placement of furniture and cartons.
- Check the telephone, electricity and gas are all connected (in your new home).
- Arrange for children and pets to stay with friends or relatives on the day.