

Moving House Checklist

4-6 Weeks to Moving Day

Start organising your belongings

- Draw up a floor plan of your new house and work out what will fit and what may need to go into storage. Will the fridge fit and will large items fit through the doors of your new home?
- Make a note of any precious items that require special care to move. Plan to carry these with you on your move day.
- Dispose of everything that you don't need. Check to see if you can arrange a council pick-up of excess rubbish.
- Check if your washing machine and fridge(s) have special moving instructions.
- Clean out your freezer and pantry and throw away any items past their use-by date and plan to use up the remaining contents by your move date. Make sure you have an esky for moving day.
- Dispose of all flammable liquids such as; garden chemicals, paint, paint thinners, cleaning fluids, bleach, fuel, aerosols of any kind, etc.
- Check that the gas cylinders and air bottles are empty and their valves are open.
- Return books to the library and anything borrowed from friends.
- Start creating a folder of your moving documents to have on hand.
- Now you can work out the approx. Quantities of boxes and packing material you require. Drop into our box shop or jump online to see our range.

3-4 Weeks to Moving Day

People to contact

- Your Solicitor/Real Estate Agent - determine your moving date by confirming your settlement date and key collection time.
- A Removalist - book your removal company and choose carefully. We have a list of recommended removalists that we know and trust to take good care of your belongings.
- Call RSS - to arrange storage if required and order the boxes and packing materials you require. We'll deliver to you for a minimum \$50 minimum purchase. Check out our box shop online to see our range. [WEB ADDRESS!](#)
- Call Your Utility Companies - to either have them transferred or set up at your new address.
- Your Local Post Office - set up a mail direction service either online or at your local post office.
- Your Newsagent - cancel/redirect any newspaper deliveries or subscriptions.
- Day-Care, Preschool or Schools - call to notify of your child's last day and collect any records required.
- Tradesmen - call and schedule any repairs that need to be carried out on your property before your final inspection.
- Cleaning Companies – to have you carpets steamed cleaned and your oven cleaned and in order for your final inspection of your old home.
- Family Doctors/Veterinarian Clinic - request family and pet medical records and arrange for your pets to minded/ boarded if needed on your moving day.
- Electoral office & RMS – notify them of your change of address.
- Phone a Friend – call family or friends to mind your children and/or pets on moving day.
- Speak to your Employer – to organise some time off work for your move.
- Advise Services – call your cleaner, gardener and any babysitters, to tell them that you are moving and no longer require their services.

1-2 Weeks to Moving Day

Pack your items

- Use butcher's paper rather than newspaper, as it will not soil your item.
- Label all boxes clearly with the room destination and its contents and if it's fragile.
- Put lighter items in larger boxes and heavier items in smaller boxes.
- Pack indoor plants lightly into plastic lined boxes.
- Put the most important things together in an 'Essentials' box, such as screws, tools and instructions for reassembling furniture, TV, remotes and cords, keys to cupboards/cabinets.

Moving House Checklist

- Plan a 'Survival Kit' - for your last load:
 - Kettle, tea & coffee.
 - Breakfast cereals.
 - Bread and milk.
 - Snacks, pet requirements.
 - Children's special toys.
 - Bathroom necessities and toilet paper.
 - Medication.
 - Bed Linen, pillows and towels for your first night.
 - Electrical leads, scissors and box cutter.
 - Cash on hand for last minute expenses and paying the removalist.

- Last Minute Phone Calls
 - Reconfirm your moving details with your real estate agent, solicitor and removalist. Ensure they have the correct contact number, address and clear detailed instructions.
 - Arrange access parking for the removalist if required.

- The Day Before Your Move
 - Don't forget to say goodbye to any old neighbours.
 - Buy some ice to put in your esky ready to empty the contents of your fridge and freezer in the morning.
 - Unplug any power cord and leads and tie up ready to use in your new home.

Moving Day

All hands on deck

- Set aside your Essentials and Survival Kit boxes so the removalist doesn't inadvertently take them.
- Request that the kitchen boxes are the last to be packed onto the truck so they can be first off – especially the fridge and freezer items.
- Provide the removalist with the floor plan, address and parking information for your new home.
- Lock all doors and windows and turn off hot water system if required.
- Before leaving do one final check of all cupboards, tops of cupboards, shed, garage and garden areas. Tighten taps, turn off power and make a note of gas and electrical metres.
- Lock your house and drop all keys and garage remotes off to the real estate agent.

Your New Home

Ta da!

- Give clear directions for furniture placement to the removalist at the entry point of your new home.
- Document the condition of premises to discuss with your agent.
- Check all utilities are connected.
- Check that you have all relevant keys and organize to have locks re-keyed for your security if required.
- Assemble beds as soon as possible.
- Settle in children and pets.
- Check online for your local garbage collection days and organise new bins.
- Notify your removalist immediately if anything is missing.
- Smile and introduce yourself to your new neighbours!
- Give yourself a pat on the back for a job well done!!!

Need boxes to help you move? Want to secure a storage unit for your excess belongings? Get in touch today!

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