

The Truth about Selling your Home DVD[©]

Moving Checklist

The key to a successful move is to start planning early. If you have followed the presentation checklist, you may have already packed and stored unused items prior to the sale – use this checklist to organise the rest.

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PRIOR DECISIONS - Decide whether you will use a removalist or do it yourself					
IF USING A REMOVALIST, OBTAIN QUOTES AND CONFIRM BOOKING					
QUOTE 1	Company	Ph:	Insured? Y / N	\$	
QUOTE 2	Company	Ph:	Insured? Y / N	\$	
QUOTE 3	Company	Ph:	Insured? Y / N	\$	
If moving yourself, obtain a price for Truck Hire and book the vehicle for the moving day / weekend					
Sketch a floor plan of your new home, or use the Agent supplied floorplan. Start planning where everything will go					
Begin using excess food in your freezer and pantry, only start buying small quantities as you go					
Consider a garage sale or donating unwanted items to charity - no point taking them with you !					
Keep an eye on mail you receive, and note any people to inform of new address – see our separate checklist					
Start organizing moving boxes – if using a Removalist they should be able to supply these					
SIX WEEKS BEFORE MOVE					
Confirm booking with removalist					
Start packing items you will not need before you move, mark "Handle with Care" as necessary					
Develop an inventory of all possessions. Useful for not just the move, but for insurance purposes					
Arrange children's new school enrolment if necessary					
Organise mail re-direction. Forms available at post Office, or online at www.movingservices.com.au					
FOUR WEEKS BEFORE MOVE					
If you need to organize storage, do this now					
Organise a packing plan using the inventory list – this plan should include what items you will pack together, and when					
If you have pets, organize their move. If in doubt, speak to your vet					
Arrange final readings of your gas, water, and electricity. Arrange reconnection at new property					
THREE WEEKS BEFORE MOVE					
Organise all packing material you will need. Use the following as a guide:					
Packing tape		Old newspapers		Packing string	
Bubble wrap		Scissors		Labels	
Styrofoam		Utility knife		Marker pens	
Speak to the removalist about whether you should pack fragile items yourself – there may be an insurance issue					
TWO WEEKS BEFORE MOVE			ONE WEEK BEFORE MOVE		
Cancel newspaper and other regular deliveries			Arrange a babysitter for moving day		
Store valuables in safety deposit box			Arrange locksmith to change locks on new property		
Check insurance for the moving of your possessions			Finalise packing – number each box and note on your floorplan of new house where each to go		
ONE DAY BEFORE MOVE			MOVING DAY		
Organise essentials in one box. Eg toilet paper, toiletries, rubbish bags, scissors, toys for kids, drinks, etc			Arrange where you will need to leave keys for new owner		
Remove all excess food from fridge and freezer			Turn off / disconnect services – water, electricity, gas		
Confirm access to new property – how do you obtain keys?			Confirm connection of services at new property		
Double check cupboards, wardrobes, shed, etc			Lock all windows and doors		
Organise meals for moving day			Keep essential items and suitcase with clothes separate so they don't go with removalist – keep them with you		
Confirm start time with removalist			Keep children and pets out of harm's way		
Get a good night's sleep – you've got a big day coming!			One last check before you lock up for the last time		