

MOVING GUIDE

Moving can be a busy time so here is a checklist that may be of help to ensure all of your bases are covered and your move is as smooth as possible.

1 Month prior to your move

- Get together strong cardboard boxes, tape & marking pens
- Confirm your moving date
- Select a furniture removal service or hire truck to suit your needs
- Have a thorough clean out.
- Organise a garage sale or donate unwanted items to a charity
- Use the frozen and canned foods in your pantry and freezer.
- Start packing

1 – 2 Weeks prior to your move

- Keep packing!
- List essential items you'll need on moving day
- Prepare an inventory of everything you are packing and moving & keep with your valuables
- Contact utility companies & arrange disconnections and connections for your new address - gas, electricity, telephone, cable TV, internet
- Advise local service providers of final service dates – papers, mowing etc.
- Return local library books and videos
- Collect outstanding dry-cleaning, lay-bys, shoe repairs
- Complete an Australia Post Mail Redirection Application to redirect your mail to your new address

Moving Day

- Keep your valuables and important documents with you at all times
- Check all cupboards and storage areas and that nothing has been left behind
- Turn off gas at the meter and electricity at the switchboard
- Check property is locked and secure
- Good Luck with your move!

Tips & Hints For The Move

- Ask your local bottle shop or supermarket for boxes
- Hire a trolley for moving heavy items and boxes
- Use old blankets or sheets to cover and protect your furniture
- Keep pieces from a disassembled furniture in a strong plastic bag, label and keep in an Essentials Box which is kept separately with you
- Remove the plate from your microwave and tape the door closed
- Pack your frozen foods into ice in an esky
- Pack sharp tools with plenty of padding taped around them
- Don't use newspaper to wrap shiny surfaces – use butcher's paper instead
- Pack heavy items into smaller boxes and light items into large boxes
- Tighten lids on jars and bottles as they are packed
- Place pot plants into heavy duty garbage bags should soil spills occur
- Number your boxes and keep a list of what's in each one