

Moving into a new home is an exciting time but without careful planning can also be stressful. To help coordinate the move of your household we have put together a list of priorities that will help you navigate through this busy time. This comprehensive checklist will ensure that you are well equipped to handle moving into your new home.

- ✓ If you are currently renting, ensure you formally notify your property manager/landlord with the appropriate notice that you are vacating the premises in accordance with the lease and the relevant tenancy legislation.
 - Arrange for a property inspection to recoup your bond (if required).
- ✓ Organise moving transportation (furniture removalists, truck/trailer hire etc.) Secure at least 3 quotes from recommended removalist companies. Make sure all quotes are provided obligation free and ask:
 - What are their packing processes, labelling/ packaging?
 - What guarantee do they offer against breakages and is any moving insurance available?
- ✓ Gather packing materials such as; boxes, permanent marker, tape, paper, bubble wrap etc.
- ✓ Plan how you will move pets, vehicles and plants.
- ✓ Research storage facilities in your area, (if required).
- ✓ Confirm the handover date and time with your builder to complete your final walk through and take possession of the keys to your new home.
- ✓ Fill out a Change of Address form to redirect your mail. This can be done at a post office or online.
- ✓ Modify the details of your Home and Contents Insurance (if applicable).
- ✓ Schedule the disconnection of utilities at your current home, e.g. phone, internet, water, gas, power etc.
- ✓ Schedule the connection of utilities at your new home, e.g. phone, internet, water, gas, power etc.
- ✓ Update your address details for vehicle registration, insurance, licences, memberships, magazines and newspaper subscriptions.
- ✓ Update your pet's registration details with your new council.
- ✓ Using your floorplan, design a furniture layout to pre-plan your space. This will help form the precise purpose of every room and will enable you to pack boxes more efficiently.
- ✓ Hold a garage sale to sell any unnecessary items or alternatively donate/ throw out unwanted pieces. You may need to contact your local council to organise a rubbish pick up if you are disposing of a lot of items.
- ✓ Enlist the services of a cleaning company, if you are using one, to ensure availability on the day of moving.
- ✓ Construct an inventory list of your possessions as the basis for a check list on moving day.
- ✓ Label boxes by room and contents, e.g. Bathroom, Towels.
- ✓ Defrost the freezer/s and clean the fridge, beware of any perishable food.
- ✓ Lawn mowers must be drained of any fuel and dispose of any flammable/hazardous elements which could prove dangerous in the event of the move.
- ✓ It is a good idea to have handy tools such as screw drivers, scissors, tape and rope at the ready on moving day.
- ✓ Ensure the new owners of your home have your contact details should they need to forward any mail.



Update	Company Name	Comments	Done
Australian Electoral Commission (AEC)			<input type="checkbox"/>
Australian Taxation Office (ATO)			<input type="checkbox"/>
Bank (s)			<input type="checkbox"/>
Car Insurance & Registration			<input type="checkbox"/>
Centrelink (if applicable)			<input type="checkbox"/>
Employer			<input type="checkbox"/>
Gym			<input type="checkbox"/>
Health Services - Doctor, Dentist,			<input type="checkbox"/>
Home & Contents Insurance			<input type="checkbox"/>
Medicare			<input type="checkbox"/>
Pay TV (Austar/Foxtel)			<input type="checkbox"/>
Phone & Internet service provider			<input type="checkbox"/>
Private Health Insurance			<input type="checkbox"/>
Schools & Childcare			<input type="checkbox"/>
Subscriptions - Magazine & Newspaper			<input type="checkbox"/>
Superannuation Fund (s)			<input type="checkbox"/>
Tolls (E-tag)			<input type="checkbox"/>
VicRoads - Driver's License			<input type="checkbox"/>
Disconnect utilities from current house & connected at your new house including Gas, Electricity & Water			<input type="checkbox"/>
Veterinary Clinic & Council Registration			<input type="checkbox"/>
Other			<input type="checkbox"/>