

Planning My Move Checklist

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One month before the move

- Plan your moving budget.
- Gather moving supplies - e.g. newspapers, bubble wrap, boxes, tape, scissors, rope/string.
- Start packing items that will not be used before the move label boxes with their contents and the room to which it will be delivered. Number the boxes and keep a list of what is in each box. Write 'fragile' on boxes containing items that need more care when moved.
- Place legal, medical, and insurance records in a safe and accessible place.
- Fill any prescriptions that will be required a week before and a week after the move.
- Collect items you no longer want to keep and give them to the local charity, or have a garage sale, or take them to your local tip.
- Inform phone, electricity, gas, water providers of the move.

Notify the following people/companies of your new address:

- All your friends and family
- Banks, insurance companies, and other financial institutions
- Inform doctors, dentists and other service providers
- Newspaper and magazine subscriptions
- Find new homes for any plants that are not being relocated.
- Start using any frozen food and perishable goods.
- Organise child care for the day of the move if necessary.
- Moving can be very traumatic for pets – arrange to have someone look after them the day before and the day after the move.
- If possible, take pictures or video of your belongings, record serial numbers.
- Inform your insurance company of the settlement date, ask if moving is covered and arrange insurance for your new home.

The week of the move

- Pack all essential items and have all boxes clearly labelled by now.
- Drain fuel from lawn mower, empty gas cylinders/bottles.
- Collect any dry cleaning, and return any library books or videos/DVDs.
- Use or dispose of any food you will not be taking with you.

The day before the move

- Defrost your freezer, empty and clean out your refrigerator.
- Do the laundry.
- Pack your last couple of boxes.
- Pack a small moving bag to keep with you containing the following: snacks, water, mobile phone, wallet, first aid items, wet weather gear, tape, keys, change for road tolls if required, and emergency phone numbers.
- Pack a box of essentials for when you arrive at your new home e.g. tea, coffee, sugar, kettle, mugs, cutlery, paper plates and plastic cups, long life milk, breakfast items, garbage bags.
- Make sure that sheets and pillowcases are easily accessible to make beds for your first night in your new home.

This checklist is a guide only and not should not be relied upon as a comprehensive checklist

