

# House Moving Checklist



**MELBOURNE STAR MOVERS**  
Your friendly movers

 1300 178 173

## » 4-6 weeks before moving day

- Be careful when choosing a removal company.
- Set a budget, obtain a written quotation, and insure your move.
- Update your address with the Electoral Office, Drivers Licence and Car Registration.
- Ensure that your furniture will fit in the new space by creating a floor plan and measuring the spaces.
- Keep a record of all your possessions, noting any scratches or dents.
- Redirect or cancel newspaper and other subscriptions.
- You will need to confirm the time and date of key collection and settlement with your lawyers or real estate agents.
- Obtain family and pet medical records. Also dental and school records.
- Transfer and set up utilities at your new address.

## » 2-3 weeks before moving day

- Notify all relevant authorities of your change of address.
- Arrange for family and friends to take care of children & pets on moving day.
- Fill prescriptions needed the week before and after the move.
- Service your car, drain the lawnmower.
- Arrange final readings of gas and electricity meters, remove batteries.
- Discontinue delivery services, newspapers, automated payment plans and local memberships.
- Book a locksmith to change the keys on moving day at your new home.
- Disassemble outdoor items.
- Create a "Handyman" Kit with hammer, Allen keys, screwdriver, lightbulbs, nails and wall hooks, pen knife.

## » 1 Week to moving day

- Set aside bed linens, and towels to be used on the first night so beds can be made up as soon as possible on moving day.
- Draw up a plan of each room in your new home with furniture placement for your removal supervisor.
- Re-confirm all moving details with the Removalist,
- Arrange access and parking for the Removalist truck.

## » The day before moving day

- Defrost and empty your refrigerator.
- Pack personal luggage / items to take with you.
- Unplug and tie up appliance cords.
- Cash on hand for last minute expenses and necessary finances for moving organised.
- If your house will be empty for a while inform police and neighbours.
- Prepare an action plan for moving day.

## » On the day of move

- Have "ESSENTIALS" and "SURVIVAL" cartons on hand.
- Provide Removalist with floor plans and parking information for the new address.
- Ask Removalist to load kitchen boxes last so they are first off the truck.
- Check off all items as they go into the moving van.
- Return all keys to the Real Estate Agent or new tenant. Lock house, turn off power, tighten all taps, check gas and electrical.

**Notes :**