

CARTS Ultimate Moving Checklist

2 Weeks to Moving Day

Contact all relevant authorities to notify of your new address. Visit www.info.australia.gov.au for a full list.

Arrange transfer of bank accounts, internet, telephone, gas, electricity connections.

Arrange for family and friends to mind children and pets on moving day.

Arrange move of car/boat/trailer.

Arrange final readings of gas and electricity meters, remove batteries.

Discontinue any delivery services, newspapers, automated payment plans and local memberships.

Collect dry cleaning.

Book a locksmith to change the keys on moving day at your new home.

If moving on a weekday, arrange time off work on moving day.

Book a cleaning service for a new home and original home to be cleaned.

1 Week to Moving Day

Make a carton labelled 'Essentials' and load it up with at least 2 days of supplies if you don't unpack the day you move.

Draw up your plan for each room in your new home with furniture placement for your removal supervisor.

Have indoor plants watered lightly and packed into plastic-lined boxes.

Back up computer hard disk. Prepare printer and scanner for travel.

Re-confirm all moving details with Removalist, Real Estate Agent, Lawyer. Confirm that your mover has all contact numbers, new address and clear detailed instructions.

Arrange access and parking for the Removalist's truck.

Disassemble outdoor items, children's' play equipment.

The Day Before the Move

Finish packing any last-minute use personal items and ready for removalists.

Defrost and empty your refrigerator. Have a portable esky and ice to transport contents. Clean the oven and have vacuum on hand for last-minute cleaning.

Unplug and tie up appliance cords.

Withdraw some cash for last-minute expenses and have necessary finances for moving organised.

Say goodbye to your old neighbours.

Moving Day

Have the 'Essentials' carton handy.

Provide Removalist with floor plans and parking information for new address.

Ask Removalist to load kitchen boxes last so they are first off the truck.

Try to keep visitors to your new home to a minimum. Have all pet needs at hand.

Ensure all meters read, car and house key collection organised.

Check off all items as they go into the moving truck.

Lock all doors and windows, turn off hot water system if required.

Check the tops of cupboards, garden area, sheds, garage.

Return all keys to the Real Estate Agent or new tenant.

Lock house, turn off the power, tighten all taps, check gas and electrical.

Remove electric/remote garage opener from your car.