

4 – 6 Weeks Before Moving Checklist

Checklist Task
<p>It is sensible to use an Australian Furniture Removers Association (AFRA) accredited company as you can be assured insurances will be in place and that they have a legitimate business.</p> <ul style="list-style-type: none"> ➤ Always get a written quotation and ensure moving transit insurance is included in the price. ➤ ALWAYS get 3 comparative quotes and ensure you ask for a FIXED price quote as overtime is often very expensive.
<p>Organise Contents and Household Insurance for your new home.</p> <ul style="list-style-type: none"> ➤ Home and contents insurance can be arranged through our independent financial advisor. (See BAA financial pages)
<p>Create a basic floor plan (can be a blank copy of the plans from your builder) of your new home for furniture placement so the removal company can place the majority of boxes and furniture without chasing for your input on the day.</p> <ul style="list-style-type: none"> ➤ On a visit to your home in the latter stages, check measurements to ensure your furniture will fit. ➤ Double check large items will get through all hallways and doors as there is no point of knowing it will fit the space if you can't get it there !
<p>If you are concerned about loss or damage during moving, create a list of everything you own, taking photographs as evidence of ownership and condition where possible.</p> <ul style="list-style-type: none"> ➤ Make a note of any items that require special care to move and either take it yourself or inform the movers on the day. ➤ It is a good idea if there are several special items to have them in one area so the movers don't have to think. ➤ Take photographs before the move !
<p>Dispose of everything that you don't need or won't need in your new house.</p> <ul style="list-style-type: none"> ➤ Be ruthless, if you have not used it in 6 months then you probably won't miss it. ➤ Don't be tempted to box it and mark it as "Store" as all that will happen is it lies in a box in the way !
<p>Check moving instructions for washing machines with the manufacturer, especially if it is still in warranty as moving incorrectly WILL invalidate your warranty and if damaged beyond repair, may also invalidate any insurance claim !!</p>
<p>In the kitchen, use up all opened packets and dispose of goods past their use-by date.</p>
<p>Use all opened food and dispose of all out of date items.</p> <ul style="list-style-type: none"> ➤ Check dates on frozen food and use all food in the freezer where possible.
<p>If you need any documents for the big day or soon after, consider having all of them in one folder.</p> <ul style="list-style-type: none"> ➤ Think about medical and dental records, School records and any pet insurance and general information you may need.
<p>Gas cylinders and air bottles should be empty with valves open, dispose of all flammable liquids. (Garden chemicals, paint, paint thinners, cleaning fluids, bleach, fuel, aerosols of any kind etc.) as removal companies will not transport them otherwise.</p>
<p>Arrange to have your mail held or redirected to your new address.</p>
<p>Arrange School, Pre-School, Day-Care transfers so you are free.</p>
<p>Redirect or cancel newspaper and other subscriptions.</p>

If travelling soon after moving	
➤ organise passports, tickets, visas, currency, credit cards, accommodation.	
Return borrowed or rented items.	
Arrange a rubbish pick-up with the local Council, you normally get 4 free a year so no need to hire trailers etc.	
Confirm with lawyers/Real Estate Agent / Builder key collection time and settlement date as this will determine your moving day.	
Plan to carry yourself important legal documents and jewellery.	
Sort through the garden shed, garage, attic, under the stairs, under the house and any area used for storage. Gas cylinders and air bottles will not be moved by a professional moving company unless they are empty. Flammable liquids must be either in a secure metal container or disposed of as many professional movers will refuse to transport these items.	
Pre-plan and schedule any necessary repairs required at current property	
Research storage facilities if needed.	
Obtain family and pet medical records. Also dental and school records.	
If leasing, arrange property inspection and book cleaners.	
Transfer and set up utilities at your new address. (Free service through BAA)	
Review home and contents/car insurance	
Arrange carton and packing materials delivery (labels, bubble wrap, tape, markers, paper) with your removalist or storage company.	
Use clean white butcher\'s paper, not newspaper as it soils items.	
Label every carton clearly, on the tape, as to contents and its room destination.	
Prepare an inventory list of each carton.	
➤ Mark clearly FRAGILE.	
➤ Note all dents and scratches.	
Pack lighter items in large cartons, heavier items in small cartons, heavier items on bottom.	
Dismantle furniture that comes apart - remember to tape screws in an obvious location or label and place in an ESSENTIALS carton with TV, Foxtel, sound system remote controls, bed legs, shelf supports, keys to furniture cabinets and manufacturers instructions for reassembly of items.	
Old hands say it is a good idea to put aside a clearly marked 'moving day or Survival Kit' box so you are not sifting through boxes on move day searching for your fluffy slippers. It should include all the basics you will need for your first 24-48 hours as a new home occupant.	
Suggestions include:	
➤ Toilet paper/soap	➤ Tea and coffee
➤ Some basic cutlery	➤ PJs
➤ A few cups/mugs	➤ Breakfast requirements
➤ A bath towel	➤ Special childrens toys
➤ A change of clothes/shoes	➤ School needs
➤ Scissors	➤ Toiletries
➤ Matches/candles/torch	➤ Pet requirements
➤ Home delivery food menu's	➤ Medications
➤ Wine glasses/beer holders	➤ Snacks
➤ Kettle	➤ Corkscrew
➤ Tea, Coffee, sugar,milk	➤ spare light globes