

## Moving Day Checklist

Checklist Task
Put \"ESSENTIALS\" and \"SURVIVAL\" boxes in the car.
Place the bedding in the car.
Provide Removalist with floor plans and new address parking information.
Walk around the house with the supervisor and point out any delicate or important items
Point out any non obvious places the removal company needs to empty.
Point out items NOT to be moved.
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 van.
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 power, tighten all taps, check gas and electrical.
Remove electric/remote garage opener from your car.
Try to stand at the Removalist's entry point and give clear directions as to furniture placement.
If leasing, document condition of property and furnishings with the appropriate agent.
Check all utilities are connected, hot water service on.
At completion of unloading, check all is to your satisfaction.
Have security checked and locks changed if concerned.
If move is from storage, interstate or overseas, check and sign the Inventory.
Assemble beds and make up as soon as possible.
Settle children and pets with familiar items for reassurance.
Notify moving company immediately if anything is missing.
Keep cats inside for a few days.
Check that you have all keys and relevant instructions to your new residence.
Contact your new local council for garbage collection information and new residents\' folders.
Organise house & contents insurance
Have spare keys cut
Update friends & family with your new contact information
Turn the hot water service on
Take photograph of all meter readings for reference.
Put new keys into every lock and turn once to disable the builders master keys !
Check there are no marks or damage to doors and walls by the removal company.
Check there is no visible damage to any boxes or furniture moved by the movers.
Check the removal truck is empty.
Notify removal company if anything is missing.
Only sign the documents after the above 4 checks.
Ask if the removal people will assemble the beds (if required)