

# Harcourts Choice moving guide

## Cancel

- Newspaper delivery
- Milk delivery
- Telephone
- Internet
- Cable
- Gas
- Electricity
- Water
- Other

## Get organised

- Obtain a supply of boxes from places like the supermarket
- Obtain packaging tape and heavy marker pens
- Arrange for a furniture removal van
- Arrange transit insurance
- Arrange for care of your children on moving
- Make suitable arrangements for any pets
- Arrange contents and fire insurance for your new home. Talk to your Harcourts consultant regarding this.
- Organise shifting times with the purchaser of your old property and the previous owner of your new one. Your Harcourts consultant will help co-ordinate this.

## Notify your change of address to

- Bank
- Credit card companies, i.e. visa, diners, fuel cards
- Post office for redirection of mail
- Registrar of electors (at Post Office)
- Registrar of motor vehicles & drivers license
- Tax department
- Insurance companies (house, contents, car, health etc)
- Hire purchase or finance company
- Investment companies
- Local council
- Shops where you may have charge cards
- Clubs and organisations
- Police (if you own and store firearms)
- Friends
- Relatives
- Publications you subscribe to
- Doctor
- Dentist
- Church
- Accountant
- Who else sends me mail?

## **Remember to**

- ❑ Clean the stove
- ❑ Defrost the fridge/freezer
- ❑ Tidy the yard
- ❑ Ensure that the chattels that have been sold with the property aren't accidentally packed
- ❑ Disconnect all appliances
- ❑ Disconnect the TV aerial
- ❑ Return any borrowed items
- ❑ Throw out items that you don't intend taking with you (organise garage sales)
- ❑ List valuable items for special care when moving
- ❑ Advise removal company of dangerous goods being moved i.e. ammunition, petrol, spirits, chemicals
- ❑ Securely pack all jewellery, money, special documents and papers (i.e. legal, tax, insurance etc)
- ❑ Set aside items you will need on the day of the move so you can take them with you, e.g. food, drinks, cleaning products
- ❑ Pack each room leaving the boxes stacked and labelled with the room they are to be moved to i.e. kitchen. It is a good idea to write on each box a list of its general content
- ❑ Boxes containing breakables label 'FRAGILE' and identify these items to your removal people
- ❑ Pot and pack away plants and cuttings you are taking with you
- ❑ Explain your packing procedure to the removal people and be at your new home when they arrive

## **Don't**

- ❑ Put breakables or liquid filled containers in drawers
- ❑ Overload drawers and make furniture too heavy to shift (too much weight can damage furniture)
- ❑ Move netting, barbed wire, timber, wood, coal etc, without special arrangements being made
- ❑ Store perishable goods where they might be overlooked

## **Make arrangements**

- ❑ See your solicitor to sign transfer documents/mortgage discharge documents
- ❑ Advise your children's school that your children are leaving and the name of their new school so that files can be forwarded
- ❑ Enrol children in new school

## **Things to organise for new home**

- ❑ Newspaper delivery
- ❑ Telephone
- ❑ Internet and cable connection
- ❑ Gas
- ❑ Electricity
- ❑ Water
- ❑ Other

## **The week before moving**

- ❑ Remind and confirm dates/times/locations for furniture removal company
- ❑ Confirm moving in/moving out details and key exchange with your Harcourts consultant
- ❑ Let children say goodbye to friends and neighbours
- ❑ Say goodbye yourself

## **Have one last check**

- ❑ Nothing left behind?
- ❑ No clothes at dry cleaners?
- ❑ Water turned off and no taps left running?
- ❑ Light switches off?
- ❑ Windows and doors latched?
- ❑ Keys with solicitor? (if appropriate)

## **After the move**

- ❑ Make an insurance claim, if any damage has occurred during the move
- ❑ Familiarise children with how to get to and from school
- ❑ Enjoy your new home
- ❑ Stay in touch with Harcourts Choice!