Moving House Checklist and Tips

POSCH & SILVA'S ULTIMATE MOVING HOUSE CHECKLIST, FILLED WITH MOVING HOUSE TIPS AND PACKING TIPS!

Our moving checklist comes from successfully moving hundreds of people in NSW and QLD over the last 10 years. Having been entrusted by hundreds of families each year, we know all too well the stresses and challenges of moving. So whether you enlist Posch & Silva as your professional removalist, choose another removalist, or you're going to tackle it on your own, we'd like to share our vast experience to help you have a successful, a ordable, stress-free move.

WHERE TO START

Your first challenge is to gain a full understanding of the many tasks ahead. This document includes six helpful moving checklists covering everything that needs to be done from two months before, right up to and on moving day. Read through the entire moving list initially, and then follow the individual tips for moving house to avoid some of the common pitfalls and mistakes that can cost you precious time and money.

KEEP IN MIND

Remember there are some general 'truths' of moving:

- Belongings often take up more space than you first think, (so be sure to get an accurate volume estimate)
- Secure packing and safe moving is time-consuming, (so start packing soon and allocate longer than you expect, see Posch & Silva's helpful packing tips for more information)
- You'll rediscover belongings you no longer use, need or want, (so use this opportunity to sort through items to sell, donate, giveaway, discard or place in storage)
- There are many important factors that will influence the success and cost of your move, (so consult with a trusted professional)
- Moving house can be harder and more stressful than you think, (so start early, plan well and get help from others)
- Better to have excess than not enough packing material, (so avoid extra buying trips by getting more than you think you'll need, then return what you don't use)
- Most items weren't made to be moved, so they can be difficult to move without damage, (so make sure your belongings are well packed, moved by someone you trust and insured against mishaps).

OTHER RESOURCES

Visit the **Blogs** section on our website where you'll find other valuable moving tips, including:

- *How to pack a kitchen for moving*
- *How you calculate the cost of moving*
- *Tips for moving with pets*
- *Moving into a new home checklist*
- *Easier ways when moving with kids*
- *Storage Tips for Moving House*
- *Moving House Packing Tips*
- *Moving hack*

Whatever you are moving or are in need of storage, Posch & Silva has a solution. Get an online **24/7 Quick quote** or speak with one of our moving experts today on **1300 667 363** to help ensure a successful, affordable and stress-free move***...for peace of mind***.

One Month to Moving Day

Over the month before your move, follow this moving checklist:

- If you're renting, give the landlord (or agent) notice in writing and book a final inspection date so you can recoup any bond paid
- Finalize and 'lock-in' your moving date (and settlement times if relevant) with your removalist
- Request time off-work for moving day, and perhaps the day prior as well
- List any precious, special or fragile items that need special handling during the move. Advise your removalist in case special protective packing is needed.
- Arrange insurance for your belongings in case of loss or damage during transit (existing contents insurance is unlikely to cover all aspects of your move – Posch & Silva offers insurance when moving with us)
- Start packing because this is the most time-consuming part of your move and will take longer than you think. Refer to our Professional organizing tips. if choosing to pack yourself. Alternatively, using your removalist's **professional packing service** will save time and trouble. (Time and cost-effective Posch & Silva packers will look after all or part of your packing and unpacking)
- Check manufacturer's moving instructions for large appliances like washing machines and fridges (to avoid damage, most front loaders require transit bolts fitted and ice makers should be drained)
- Change your address with all important contacts, including the electoral commission, tax office, roads authority, bank, insurance, accountant, lawyer, your employer and so on
- If you have pets, change their council registration details
- Collect all the keys to your current home, including any spares held by family members or friends
- Gas bottles and air cylinders should be certified empty, with valves open, and safely dispose of dangerous materials such as flammable liquids or paints

D.I.Y. packing tips:

- Decide which belongings you'll pack and which to leave for your removalist
- Most people run out of packing material (e.g. boxes, bubble wrap, tape, marker pens, small and large zip-lock bags) so always buy more than you think you'll need to avoid untimely shopping trips or making do (Posch & Silva has a big range of **inexpensive, high quality packing supplies**)
- Use clean, white paper (e.g. 'butcher's paper') for packing as newspaper will leave stains
- Number and label every moving box clearly, listing its contents, and create a colour code system to designate room destination for each box (use a different colour of marker or label for each room)
- Prepare a separate inventory list detailing box numbers and contents
- Start by packing the belongings you use least (e.g. books, CD/DVDs, items stored in the roof space or garage)
- Pack lighter items in bigger boxes and heavier items in smaller boxes
- Consolidate smaller objects that could go missing in a larger box
- Save on space by using vacuum seal bags for out-of-season clothing
- Pack things inside of awkwardly shaped items (e.g. baskets, laundry bins, suitcases) then pack these in larger boxes to secure and stack them more efficiently when moving
- Dismantle furniture that comes apart easily that you don't need before your move.
- Place any removable hardware (e.g. screws, bolts) from dismantled furniture and other items in a small clear plastic bag or container. Tape bags to larger pieces or safely secure your container elsewhere.

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Two Weeks to Moving Day

In the fortnight before your move, use this guide for moving house:

- Check any repairs or alterations to your new/old home will be finished by moving day (e.g. painting, carpet) ☐
- Notify utility services (e.g. gas, phone, electricity) and organize for disconnection/reconnection. ☐
- Check with any relevant authorities for any moving requirements, restrictions and protocols (i.e. council, body corporate or building manager for parking and access restrictions, and building, traffic management, and lift protocols) ☐
- Arrange mail redirection through Australia Post ☐
- Stop or redirect subscriptions and deliveries (e.g. newspapers, magazines, groceries) ☐
- Cancel any regular domestic services (e.g. gardener, cleaner) ☐
- Organize cleaning, for your *new* home before moving in and, your *old* home when you've moved out. ☐
- Ask family or friends to care for children and pets on moving day. ☐
- If moving pets yourself, visit the vet for a check-up and ask how to make your pet's move safe and comfy (Check our blog for tips) ☐
- Continue packing and cleaning as you go ☐
- Backup all computers and other devices. Store backup files safely and separately ☐
- Disassemble outdoor items (e.g. swing sets, cubby houses, trampolines) or ask our professionals to help ☐
- Book your car in for a service if you will be driving a long distance ☐
- Measure up your new home and create a floor plan to ensure furniture fits, and to assist on move day ☐
- Confirm any orders placed for delivery to your new home are on schedule (e.g. furniture, carpet) ☐
- Pick up dry cleaning and return any borrowed items (e.g. library books) ☐
- If you don't have enough prescription medicine to last up to a week after your move, refill prescriptions ☐
- Confirm removalist payment options and requirements. ☐

One Week to Moving Day

This moving house tips list keeps you on track the week before moving:

- Make arrangements with your solicitor or agent to collect keys to your new home ☐
- Home purchasers should book a final inspection 24-48 hours before settlement to ensure the property is in agreed order ☐
- Book a locksmith to change the locks at your new home on moving day. ☐
- Arrange convenient parking and unobstructed access for the removalist truck at both your old and new homes ☐
- Confirm these details with your removalist: ☐
  - >Old and new addresses, access details and mobile phone contacts
  - >Any additions or changes to your Removal Plan (e.g. destination, settlement times, packing/unpacking requirements)
  - > Insurance requirements and return of documents
  - > Payment options and requirements
- Organize a specially marked box to pack important small items in (e.g. remotes, keys, phone charger). This will be the last box sealed and the first box opened. ☐
- Pack bedding and towels to be used in your new home on moving day and label clearly. (This should be one of the last boxes loaded so it is one of the first unloaded) ☐
- Photograph cords and connections before dismantling any computer equipment, AV or other electronics. This will help you reconnect quickly at the new house. ☐
- Moving and packing tips for cosmetics: ☐
  - > Place a cotton ball or pad in powder cosmetic cases to prevent breaking up
  - > Cover the top of open toiletries with glad wrap, then screw the lids back on
- Avoid spills by tightening lids on jars and bottles in the pantry or fridge before packing ☐
- Pack plates vertically (like records) as they are less likely to break ☐
- At this point you should have a good handle on packing. If running out of time and feeling overwhelmed, it's not too late to organize professional packers. (Posch & SIlva can assist you with efficient **professional packing services.** ☐
- Lightly water pot plants and pack into plastic lined boxes. Keep in mind soil is heavy and can cause pots to crack under transit movement ☐
- Drain petrol and oil from any gardening tools and other motors (e.g. lawn mower, whipper snipper) ☐
- Confirm any travel arrangements and accommodation bookings ☐
- Use the last of the food in your fridge, freezer and pantry ☐
- Settle any outstanding utility bills and council rates. ☐

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The Day Before Moving Day

Follow this moving checklist the day before your move:

- If Posch & Silva professional packers have been arranged, they Will arrive at your home today. Give them clear instructions and remember you, or your representative, must be in attendance at all times ☐
- Gather together jewellery, passports, identification, important documents and other essential items you may need on moving day so they are not inadvertently packed ☐
- Make sure you call your removalist if you have any changes to your Removal Plan (e.g. delivery destination, contact details, settlement times) ☐
- Check that anyone requiring payment prior to move day has been paid (e.g. cleaners) ☐
- If you have keys to your new home, take care they are not packed in a box loaded onto the moving truck ☐
- Put together an 'Essentials Kit' with basic needs for moving day (e.g. medications, first aid, coffee, tea, kettle, mugs, snacks, dog leads, pet food) ☐
- Another tip for move day to save you precious time is to put together a 'Mini Toolkit' with essential tools, packing tape, a torch and Stanley knife. Place this into your important 'Bits & Pieces' box ☐
- Pack a bag for each family member containing necessities (e.g. change of clothes, sleepwear, toiletries, favorite toys for children) ☐
- Clean the fridge and defrost your freezer ☐
- Drain any liquid from your washing machine, ice maker, iron, garden hose and sprayers ☐
- Install washing machine 'shipping bolts' to prevent transit damage ☐
- Put all your valuables in a safe place ☐
- Charge all mobile phones and place phone chargers into your 'Bits & Pieces' box ☐
- Ensure the important phone numbers stored in your mobile are written on a piece of paper (e.g. removalist, real estate agent) just in case your battery runs down or phone gets misplaced ☐
- Confirm your gas, electricity and water meters are scheduled for reading and disconnection ☐
- Keep your important 'Bits & Pieces Box' handy on the kitchen bench to add any last minute items ☐
- Check everything is clean and organized at your new home (e.g. kitchen and bathrooms cleaned, vacuumed) ☐
- Try to get a good night's sleep. ☐

Moving Day

Follow this moving out checklist at your *old* home

- Check access to your property is adequate, clear and unobstructed for the moving truck, to ensure your removalists have easy access and costly delays don't occur ☐
- Take the removalists around your home, giving clear instructions and explain your colour code system. You, or an adult you authorise, must be present at all times the removalists are at work in your home ☐
- Ensure 'high priority' boxes, mentioned earlier in this moving checklist, are easy to access, clearly labelled and identified to your removalists so they are loaded last and are first off (e.g. 'Bits & Pieces' box, 'Essentials Kit', 'Mini Toolkit', fresh linen/towels) ☐
- Confirm that all scheduled belongings are loaded into the moving van ☐
- Verify your destination address and contact phone number before the removalists leave ☐
- As a general rule, and especially if any belongings are going into storage or being shipped interstates, check your list carefully ☐
- Carry valuables like jewellery, passports and important documents yourself ☐
- Do one last house clean ☐
- Leave a note at your old home with a forwarding address ☐
- Do one final check on move day to make sure: > No belongings have been forgotten ☐
  > Utilities are disconnected or switched off
  > All doors and windows are locked
  > Garage door opener is left behind
- House keys should be dropped into your solicitor or returned to the rental estate agent. ☐

Follow this moving house checklist at your *new* home:

- Make sure the previous occupants haven't left anything behind and consolidate any items in one place ☐
- Make sure all your utilities are connected ☐
- Check access to your property is adequate, clear and unobstructed for the moving truck ☐
- Take the removalists around the house, identifying "which room is which" and areas corresponding to your colour code system ☐
- Give the removalists a copy of your furniture placement floor plan ☐
- Make sure high priority boxes are off-loaded first (e.g. 'Bits & Pieces' box, 'Essentials Kit', 'Mini Toolkit', fresh linen/towels) ☐
- Check the hot water service works (it may require time to heat after the gas pilot is relit or the electricity fuse is switched 'ON') ☐
- Check that no poisons or toxic substances have been left behind (e.g. weed killers, insecticides, rat poison) ☐
- Confirm the house and garden are pet and child friendly before letting animals or children explore ☐
- Check fences are 'escape proof' for animals ☐
- Stand your fridge in its new position for at least 45 minutes before switching on to allow the coolant gas to settle ☐
- Remove washing machine 'shipping bolts' and save in safe place ☐
- Assemble and make up your beds as soon as possible ☐
- Start unpacking the kitchen, bathroom and other key areas. ☐
- Call your removalist to arrange pick-up of your empty boxes ☐
- Say "hello" to your new neighbours and enjoy your new home. ☐

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