

Furniture Removals and Backloading in Australia

Moving Planner

We have put a few things together that you may want to check off as moving day approaches.

At Least One Month before the Move

Clean out your closets, attic, basement, cupboards, toy chests and bookshelves.

Discard anything you don't want or need.

Consider having a garage sale.

Register children for school; transfer all necessary school records

Donate unwanted items to charitable organizations (i.e., hospitals and thrift shops).

Obtain receipts for tax purposes.

Evaluate whether to move all your appliances. Consider age, size and colour.

Make a complete inventory of items to be moved.

Decide if you will move all your plants or just your favourites.

Use up your frozen foods. They CANNOT be safely shipped. It is also advisable to reduce your supply of canned goods.

Notify the Security Company, and lawn mowing services or any other regular services of your vacating date.

Notify your post office, publications, and correspondents of change of address and date of move.

Arrange to collect any advance deposits or security deposits on utilities or rentals.

Check your homeowners insurance. Be sure to coordinate with your insurance carrier so your new residence is covered immediately.

Check on club membership fees. The money may be refunded or, if allowed, you might consider transferring/selling the membership to a friend.

Check with your veterinarian regarding any travel preparation needed for your pets.

At Least Two Weeks before the Move

Contact telephone, electric, gas and water companies to confirm specific date on which to discontinue services.

Advise utility companies in your new location when to start new services. (Waiting for service to begin can often result in costly hotel and meal expenses.)

Check new driver's license and auto registration requirements.

Advise dairy, laundry, and newspaper carrier to discontinue services.

Be sure to clean out school or gymnasium lockers.

Ask your present doctor's and dentist for referrals in the new location. Transfer medical records and get copies of prescriptions.

Transfer insurance records. Verify that all your policies provide adequate coverage for your new location.

Arrange for the transfer of valuables. Check contents of your safe-deposit box.

DO NOT SHIP any valuables (such as jewellery, insurance policies, legal documents, and currency, stamp and coin collections) with the moving company.

Either carry them with you or send by insured or certified mail.

DO NOT SHIP combustible and flammable items. These include oil-base paints, bleach, cleaning and lighting fluids, matches and

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ammunition. All aerosol cans (including hair sprays, shaving creams, deodorants, household cleaners, insecticides, tarnish removers and car cleaners) should be eliminated from the shipment.

Use up or discard these items.

Arrange pest control for your new home.

One Week before the Move

If eligible, keep a detailed record and receipts of your moving expenses for income-tax purposes. This includes transportation, lodging, meals, etc.

Notify Post Office of your change of address.

Drain gas and oil from lawn mowers, chain saws, etc.

Gas grills and kerosene heaters must be empty.

Check to make sure you didn't leave anything at the dry cleaners.

Put linen and pillows in the dresser drawers to have handy for making up your beds the first night in your new home.

Prepare a "**ready box**" for last on and first off the truck. This might include essentials from your kitchen and bathroom. You may wish to include a hammer, pliers, screwdrivers and nails.

Prepare a "**ready box**" with all necessary medications and first aid supplies.

Prepare your children for the move and trip by providing them with a "**ready box**" with their own special treasures. Include toys and games and snacks for your trip.

Defrost and clean your refrigerator and freezer at least 24 hours in advance of the move.

Keep your telephone connected through your moving day.

Day before the Move

If a pre pack has been requested. The packing crew usually arrives the day before the truck is loaded.

Be sure someone is on site to supervise the packing.

Pack any valuables you intend to take with you.

Make sure fragile items receive special attention.

Label each carton with the contents and location in the new home.

Gather keys to the house and arrange to leave them with the new owners, your real estate agent, landlord or a trusted neighbour.

Notify a close friend or relative of your itinerary in case of emergency.

Day of Your Move

Check the mover's inventory to be sure that you agree with the removalist on number of items.

Make sure you get a copy of the inventory.

Load items you are taking with you on the trip, including luggage.

Search every room before the van leaves.

Retain a copy for your records.

Record the driver's name and give him contact numbers at the destination.

Confirm directions to the new residence with your driver.

Day of Move-In

Get to your new home before the movers.

There could be a waiting charge if you are late.

Contact utility companies to verify start dates.

Check appliances, and hot-water heater.

Contact a repair service if something is not working.

Check the condition of each carton and household item, as it is unloaded.

List all missing or damaged items on the inventory form.

After you're settled

Obtain necessary licenses: drivers, dog, etc.

Register car at new address

Contact newspapers, dairy, etc., for home delivery.

Register to vote