

# Moving checklist

Moving house is recognised as one of the most stressful events in life. But you can lower the stress by approaching your move in an organised way, checking off essential steps as you complete them. This checklist serves as a great reminder.



## Well before you move

- If you're renting, give the owner or property manager at least the contractually required notice.
- Choose a removal company. Get two or three quotes and make sure you discuss insurance as well.
- Donate or sell items you do not want to take along when you move.
- If you plan to do some or all of your own packing, start well before your moving date. Start collecting boxes and pack away things you seldom use. Label each box clearly and if possible add which room it should go to.
- Close or transfer club memberships, e.g. gym or sports clubs.
- Prepare a supply of address change notification cards and/or draft an email – it's the best way to let the various people you deal with know about your change of address.
- If you're using a professional cleaner and/or carpet cleaner, book them in nice and early.

Inform everyone you deal with regularly of your new address. For utilities, arrange final readings and reconnections at your new address if needed.

## Starting point checklist

- Friends and family
- NZ Post (they will forward mail to your new address)
- Watercare
- Electricity supplier
- Gas supplier
- Phone provider
- Internet provider
- Banks and other financial institutions
- Superannuation/KiwiSaver provider
- Insurance company
- Doctor
- Dentist
- Publications you subscribe to
- Loyalty clubs
- Local library (and return books)
- NZ Transport Authority (for vehicle registrations)
- NZ Electoral Commission
- Lawyer
- IRD
- School

## The week before you move

- Have your carpets cleaned.
- Collect/return anything outstanding e.g. dry cleaning or items sent for repair.
- Empty fuel from lawn mowers, gas bottles, heaters and lamps.
- Clean out your fridge and defrost your freezer
- Confirm when the removal company will arrive.
- Say goodbye to the neighbours.
- Don't overfill boxes and make sure insurance covers you for moving day.
- Carefully wrap and label fragile items.
- Label all boxes with the contents and room they are going to.

## If you have children

- Discuss the upcoming move with your children.
- Talk to them or show them where you'll be moving to.
- Give them tasks to involve them with the move.
- Label your children's favourite belongings, so they'll be easy to find.
- Take photos/videos of your old house to help your children remember.
- Arrange with friends or relatives to look after children and pets on the day you move.

## On the day you move

- Keep valuable documents and keys handy.
- Keep jewellery, money, passports, legal documents or insurance policies with you
- Drop children and pets off at your friends or relatives for the day.
- Disconnect your washing machine and drain the water.
- Make a final inspection to make sure you haven't left anything behind. Look through closets, the garden shed and garage.
- Supervise packing and loading of furniture and boxes.
- Make sure everything is turned off and locked.

## At your new home

- Supervise unpacking of furniture and boxes.
- Check that water, electricity and gas have been connected.
- Check that phone and internet have been connected.