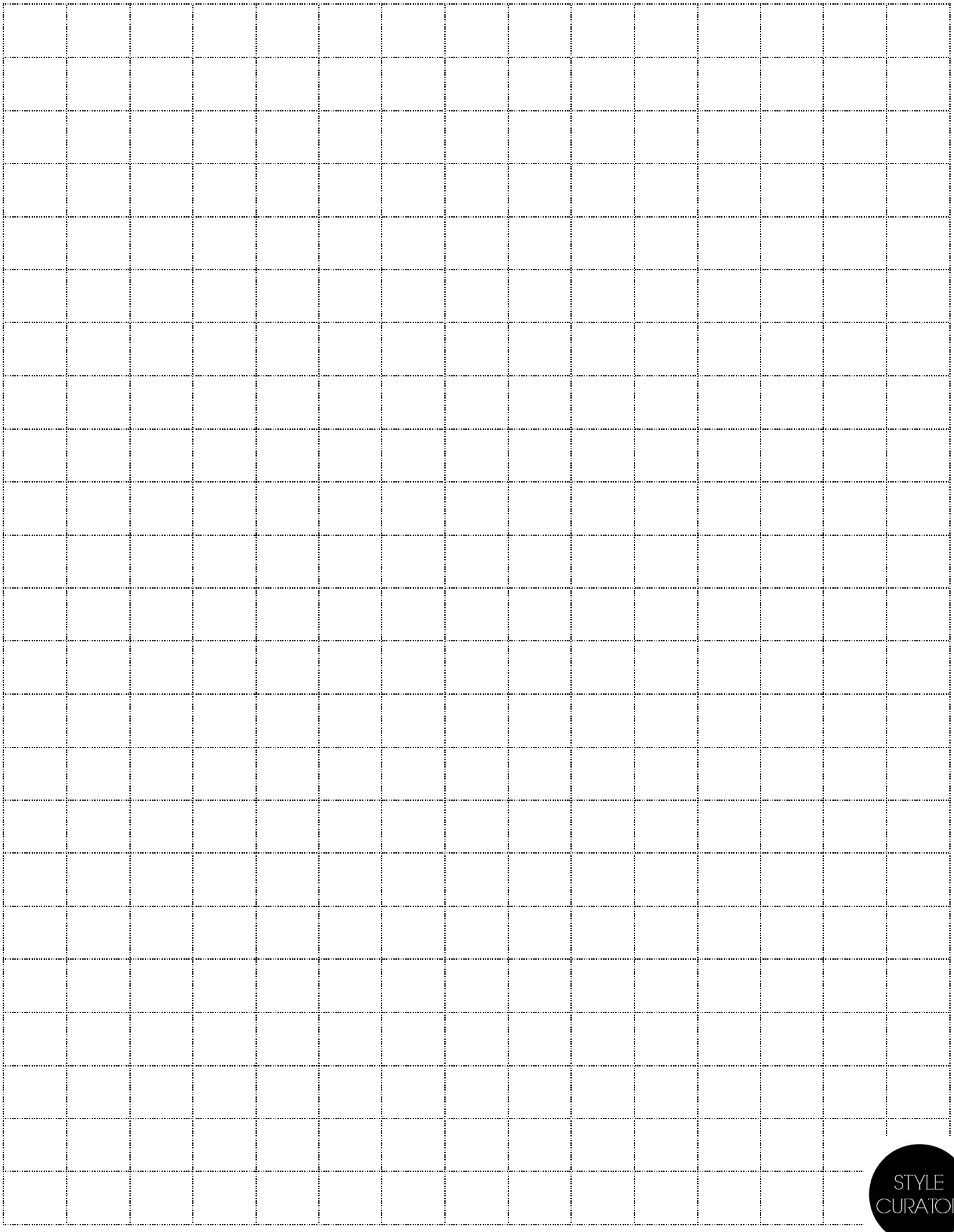
Moving checklist

Six weeks before	✓
Hire a removalist. Get a quote from at least three companies	☐
Request a copy of signed agreement	☐
Enquire about additional insurance (optional)	☐
Create a folder to store all your move-related info	☐
Four weeks before	**✓**
Do a room-by-room survey and decide what items to keep, throw away, donate or sell	☐
Sell items on classifieds (such as Gumtree) or hold a garage sale	☐
Take photos of your valuable items, save to USB and store in your moving folder	☐
Pick up packing supplies: boxes, packing tape, bubble wrap, labels etc	☐
Three weeks before	**✓**
Pack up the rooms you don't use frequently: guest room, garden shed, garage	☐
Label and number each box. Keep track of contents using the inventory list template	☐
Call companies have utilities disconnected a day after you leave and connect in the new home	☐
Arrange to have locks changed in your new home (optional)	☐
Arrange to have the old home professionally cleaned (optional)	☐
Two weeks before	**✓**
Pack up the bulk of the items in your home leaving only essential items	☐
Notify companies (banks, magazines, Medicare etc) and contacts of your change of address	☐
One week before	**✓**
Pack essential items for the next week, such as clothes, toiletries, bed sheets, kids toys and pet food	☐
Pack extremely valuable items, including passports and birth certificates, in a safe and take with you	☐
Pack the remaining items in your home, using the inventory list template	☐
Check your move folder to ensure you have all necessary documents and nothing has been forgotten	☐
Draw up a plan of each room in your new home with furniture placement for your removal company	☐
Have your car serviced if you are travelling a long distance	☐
Ensure the new home has been thoroughly cleaned	☐
Two days before	**✓**
Collect dry cleaning	☐
Arrange parking access for the removalists	☐
Make sure removalists have clear instructions including new address, mobile numbers and floor plan	☐
Day before	**✓**
Empty, defrost and dry out your fridge	☐
Pack essential items into your car	☐

Moving day	✓
Have your moving folder, including the plan for furniture placement, at hand	☐
Transport perishable foods in an esky	☐
Ensure gas and electricity meters have been read and telephone disconnected	☐
Do a final check of your home to ensure no items have been forgotten	☐
Disconnect power	☐
Lock house and leave house keys where specified or arrange key collection	☐
New home	**✓**
If leasing, document condition of property and furnishings for the agent	☐
Check all utilities are connected and your hot water is on	☐
Check off all items from your inventory list and ensure they have all been delivered	☐
Have security checked and locks changed if concerned	☐
Say hello to your neighbours! Welcome to your new home!	☐

STYLE CURATOR

Layout planner



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Moving inventory

Box no#	Room	Contents	Unpacked

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