

The Ultimate Checklist

1 MONTH before moving day

- Make sure you allocate a budget for your move
- Do not forget to organise quotes for packing, removals & cleaning
- Organise your electricity, water, gas, Internet, phone, pay TV
- Organise home & contents insurance for your new home
- Create a folder for all your moving documents
- Start to give away or sell things that you do not need anymore
- Check your lease for notification requirements
- Remember to confirm with your real estate agent or lawyer a date & time to collect your new key

2- 3 WEEKS before moving day

- Collect and order boxes to pack
- It is time to start packing the things you're unlikely to use before moving day
- Measure your furnishings and plan where you want to put them in the new place



- Enlist family and friends to help you with your move
- Contact all relevant authorities to notify your new address
- Remember to book the elevator to use on the moving day if necessary
- Ensure your new home will be cleaned before you move
- Make sure to keep your electricity and gas connected until the last day in your current place
- Arrange time off work for the moving day

1 WEEK before moving day

- Make sure general repairs around the house are done
- Check if all boxes are completely sealed and labeled
- Use up as much food in the fridge as possible
- Arrange access and parking for the removalist truck

1 DAY before moving day

- Create a personal box with all your important documents, passports, jewellery and valuable items together
- Disconnect your fridge, washing machine and defrost your freezer
- Disconnect all appliances and cables
- Do not forget to collect all keys including garage, gate and padlocks



MOVING DAY

- Check all rooms before you leave including cupboards
- As the boxes go into the moving truck check things off your list
- Remember to lock all doors and windows before you leave
- If required turn off the water and electricity main switch
- Make sure the boxes to be loaded in the transport are in designated order

New Place

- Check if utilities and appliances are working properly
- Make sure your electricity and gas
- Check boxes with fragile items
- It is time to enjoy your new place!

