

Use this checklist as a guide to help you move house. Print off then tick the boxes when you have completed the task.

### Disconnect Utilities

You should be disconnected from your utilities. Notify the relevant services at least 48 hours in advance. You may be able to redirect these services to your new address, so it's all ready when you arrive.

Gas Account No. \_\_\_\_\_ Phone No. \_\_\_\_\_

Electricity Account No. \_\_\_\_\_ Phone No. \_\_\_\_\_

Water Account No. \_\_\_\_\_ Phone No. \_\_\_\_\_

Telephone Account No. \_\_\_\_\_ Phone No. \_\_\_\_\_

### Cancel Deliveries

Newspapers/magazines  Bread/milk  Lawn mowing

### Redirect

Mail

### Getting Ready to Move

<input type="checkbox"/> Get quotes from removalists and book the one most suited to your needs	<input type="checkbox"/> Pack jewellery and valuables and take them yourself or arrange a special carrier	<input type="checkbox"/> Mark items to be handled with special care
<input type="checkbox"/> Arrange insurance for goods in transit (your removalists may cover this)	<input type="checkbox"/> Pack fragile items yourself	<input type="checkbox"/> Defrost the fridge and freezer
<input type="checkbox"/> Prepare floor plan of your new house and number rooms for boxes	<input type="checkbox"/> Mark each carton with the room and room number it's intended for	<input type="checkbox"/> Throw out rubbish in sealed bags.
		<input type="checkbox"/> Water the garden for one last time
		<input type="checkbox"/> Don't forget your pets!

### Advise Friends, Business & Associates of Your New Address

Go through your address book and send out change of address cards. You can buy these from the post office or have them cheaply printed at your local instant printer. Alternatively, you can email your new address to people.

<input type="checkbox"/> Friends	<input type="checkbox"/> Banks	<input type="checkbox"/> Insurance
<input type="checkbox"/> Family	<input type="checkbox"/> Accountant/Solicitor	<input type="checkbox"/> Credit card(s)
<input type="checkbox"/> Work	<input type="checkbox"/> Tax office	<input type="checkbox"/> Theatre memberships, movie memberships, etc.
<input type="checkbox"/> Sporting groups	<input type="checkbox"/> Road Authority for Driver's licence & registration	<input type="checkbox"/> Others _____
<input type="checkbox"/> Doctor	<input type="checkbox"/> Electoral commission	_____
<input type="checkbox"/> Dentist		

### Plan Ahead For Your New Home

Prepare to have the carpets cleaned  Prepare to clean cupboards and bathrooms

Prepare for utilities to be connected  Arrange house and contents insurance

### Final Check

Turn off the water, gas, electricity  Check all cupboards, storerooms, sheds and under the house

Lock up securely, leaving some ventilation  Hand over keys to agent or the new owner

### When You Arrive

Enjoy your new home!