



# Checklist



## Who to call?

- All Areas Removals to book your move
- The land lord / real estate
- The post office
- The tax man
- Electoral role
- Insurance company
- Friends and relo's
- Clubs / associations
- Accountant / solicitor / lawyer
- Bank
- Credit cards
- Roads authority
- Schools, Tafe and university
- Local doctor and dentist for any patient



## What to cut off?

- Gas
- Water
- Electricity
- Phone and internet
- Pay TV
- Newspapers and magazines
- Gardener and cleaner
- Insurances
- Return any DVDs and library books

## Planning before the move

- Try and book the move 2 weeks before moving
- Clean or arrange cleaners to ensure you get your bond back
- Get any repairs done
- Book an elevator with the building supervisor
- Arrange to have parking spaces available for the truck
- All Areas Removals can arrange storage if you are downsizing

## Moving tips and hints

### Packing

- Start early, packing is a big job
- All Areas can pack your entire house professionally, please see [www.allareasremovals.com.au/packages/packing-materials/](http://www.allareasremovals.com.au/packages/packing-materials/)
- Order boxes from All Areas Removals at [www.allareasremovals.com.au/buy-boxes/](http://www.allareasremovals.com.au/buy-boxes/)
- Keep out snacks and light refreshments for the day
- Check all cupboards and drawers are empty
- Do not pack jewellery, deeds, money, old family photos and irreplaceable effects, plan to carry these yourself
- Do not pack dangerous goods including any flammables

### Boxes

- Large heavier items on the bottom
- Heavier items = smaller box
- Use quality packing tape
- Pack boxes in room order and mark contents
- Use port-a-robos for clothes
- Pack plates upright
- Use quality padding like bubble wrap or butchers paper
- Leave out essentials and important documents

### Large Appliances

- Check owners manuals for correct moving methods
- Leave moving these items to the removalists
- Use up the food in the fridge prior to moving day
- Defrost the freezer in the morning and keep food cold

### Furniture

- Try recycling or selling furniture you no longer need
- Wrap furniture and mattresses in plastic protectors
- Consider the location of the furniture in the new premises
- Drain waterbeds and empty drawers

### Electrical & Electronics

- Label the cables
- Use original packaging if you have it
- Otherwise wrap very well and box
- Back up your computers hard drive before moving it

Relax and enjoy your new home!