

# countdown to the big day

## A CHECKLIST OF THINGS TO DO

### 4 WEEKS TO GO

- Collect family's dental and medical records, letters of introduction and children's records
- If renting, advise your current landlord

### 3 WEEKS TO GO

- Advise your friends, relatives, solicitor, local council, insurance companies, accountant, hire purchase companies, stores where you have accounts, your church and clubs
- Start packing and labelling boxes with contents and intended location in your new home (if Allied Pickfords are not handling your packing)

### 2 WEEKS TO GO

- If moving a long distance, have your car serviced
- Arrange for pet transportation if necessary
- Advise your bank(s) where you have accounts, including credit cards

### 7 DAYS TO GO

- Notify your post office to redirect your mail
- Arrange Electoral Roll transfer
- Advise the Taxation Office

### 6 DAYS TO GO

- Advise motor registry (your licence, motor vehicle registration etc)
- List essential items you will need on moving day

### 5 DAYS TO GO

Ask your move consultant about our free utility connection service that can take care of the below.

- Contact your supplier regarding disconnection of your phone and final billing. Confirm new number and date of connection
- Organise final accounts for gas, water and electricity
- Ensure continuity of these services at your new address

### 4 DAYS TO GO

- Cancel local arrangements, for example, lawn mowing
- Check with manufacturers whether your washing machine and refrigerator motors need bolting down for transport
- Clean out medicine cabinet
- Empty rubbish bins
- Do final clear out of garage and unwanted furniture
- Empty steam iron, toaster, griller etc
- Get rid of inflammables (throw out or give to neighbours) / Drain fuel from lawnmower and other machinery

- Wash and dry laundry

- Prepare any items requiring dismantling which are being moved, for example, trampolines, garden furniture, modular furniture etc.

### 1 DAY TO GO

- Tighten lid on all jars containing liquids
- Dismantle TV aerial if taking it
- Defrost fridge and freezer and remove food. Wash out interior
- Separate items that belong to the house, eg, appliance instruction manuals, kitchen items, including roasting dishes and baking trays

### THE BIG DAY

You should be just about organised

- Consider packing a carton with essential things you will need when you first arrive, eg, bathroom effects, toilet paper, and basic kitchenware
- Carry all valuables, cash and important papers with you
- Tighten all taps
- Turn off water heater and drain it
- Check gas, electric switches and lights
- Lock doors and windows and return house keys
- Check nothing has been left behind

### A FEW DON'TS

- Don't store perishable foods such as cereal, flour, vegetables etc.
- If storing your household goods, the following articles are classified as DANGEROUS GOODS and cannot be stored: ammunition, paint, linseed oil turpentine, kerosene, petrol, cleaning fluids
- Don't have your furniture French polished just before moving, as it is extremely difficult to move without marking
- Don't put breakables or liquids in drawers, and don't overload drawers with too much linen or clothing
- Don't store jewellery, money, legal documents or articles of extreme value
- Don't leave travel tickets or passports where they might be packed