

# Impact HOMES: Moving Checklist

It's never an easy thing to pack up your home and valuables, but I hope this comprehensive checklist will have you feeling motivated, in control and rearing to go! Happy Packing and if I can help you with anything please don't hesitate to call me Ph: 02102657495

## Before you list your home to sell

- ☐ This is the best time to purge your home of unused or unwanted items
- ☐ Pack away items, donate or sell anything you don't need or want
- ☐ Organize storage for the packed items ( at a friend's or storage facility)
- ☐ Plan a garage sale for the salable items (the \$'s you raise can help with the moving costs!)

## 6 weeks before the move

- ☐ Start collecting quotes from moving companies ( It's cheaper to move mid week if you can )
- ☐ Contact all your utility companies i.e. electric, gas, telephone/ internet, Sky TV, water
- ☐ Contact your Insurance company to update your policies and new details
- ☐ Log on to NZ Post and use their redirection service. [www.changemyaddress.co.nz](http://www.changemyaddress.co.nz) to notify businesses and organizations of your change of address.
- ☐ Use the free "We're moving" cards to let your friends & family know you're on the move.

## 5 Weeks before

- ☐ Contact your local service providers to change your personal details:
- ☐ e.g.: Doctor, School, dentist, car mechanic, Vet, Solicitor, bank manager etc
- ☐ Start gathering or ordering moving boxes and moving supplies.
- ☐ Start packing things you don't use often.(start with the spare room or kitchen cupboards)
- ☐ Label each box with its contents & what room it's for (colored sticky notes are good for this)
- ☐ Book your moving company to secure your preferred day and time

## 4 weeks before

- ☐ Keep a moving file to keep important document on hand i.e. contact details of utility companies, solicitor, real estate agent, alarm Company, local take away! ( anyone you might need to contact or have information on for the moving day)
- ☐ Start packing the garage, laundry and storage cupboards of unused items (itemize & colour code for the appropriate rooms).

### 3 weeks before

- ☐ Plan how you'll transport your plants, flammable products, paint etc.( check with your moving company about what they will/won't carry)
- ☐ Make travel arrangements for your pets and organize child care for the kids.
- ☐ Plan the next few weeks meals so you can use up the frozen food & perishables
- ☐ Pack seasonal clothes, shoes and toys ( if it's winter pack all the summer gear)

### 2 Weeks before - personal preparation

- ☐ Start packing personal items you don't use daily
- ☐ Start cleaning out cupboards as they empty ( seal door with masking tape when finished)
- ☐ Clean one room at a time once it's been packed up ( skirting boards, floors, doors & walls)
- ☐ Have a checklist of how many boxes are in each room (colour code i.e. blue for lounge). Check these off at the new house once delivered.
- ☐ Label a box for every member of the household. This will contain clean bedding, 1 towel, clothes for 2 days, school uniform( if school term) toiletries, personal items or toys, books anything you need for the initial few days.( let the kids add their own & they'll be excited to open it at their new home) DON'T SEAL THIS BOX UNTIL THE LAST DAY!
- ☐ Pay the bills or set them up online. (One less thing to worry about at the other end)

### 1 week before -Miscellaneous

- ☐ Measure furniture and doorways to make sure the large pieces can fit through. Look at ranch sliders as alternative exit points
- ☐ Organize rubbish removal. ( use bags for the last few days- they're easier to dispose of)
- ☐ Pack an essentials box to keep with you during the move for cash, keys, passports etc
- ☐ Make a "how to" list for the new home owner (for appliances) let them know when Rubbish is collected etc. Supply a forwarding address for any cross over mail.
- ☐ Call and confirm arrangements with your moving company.
- ☐ Empty & defrost the fridge a day before the move
- ☐ Drain oil from the lawnmower & any other machinery. Unhook gas from the BBQ.

### Moving Day – Sanity Savers

- 1) Have a packed lunch, drinks and snacks on hand for everyone.
- 2) Fill a box with the kettle, toaster, sugar, coffee, tea, cups, plates & cutlery for 4 people.
- 3) Have a cooler filled with milk, water, bread, butter & condiments. ( if you don't get chance to unpack everything, the essentials will be on hand to tide you over)
- 4) Check every room and cupboard one last time before you leave
- 5) Don't forget to organize where to leave the key for the new owners!