



Moving Checklist

How to Plan Your Move

1. If you decide to use a Removalist we advise you to act promptly to secure your preferred date.
2. If your settlement dates are on different days, we can store your belongings in our container until they are needed.
3. Take photos of valuable items which can be kept for insurance purposes.
4. **Packing** – Start packing early as time gets away very quickly. Visit our shop at 1 Mornington St, Nth Geelong for all your packaging needs.
5. **Pre Packing – Do you need help packing?** We can pre pack your goods the day before your move.
6. Clearly label the packed boxes top and side. This enables your removalist to place items in the correct room. We sell '**Fragile**' tape to label glassware and framed pictures.
7. Tape the top of any bottles that may leak i.e. Medicines and sauces.
8. Have a final clean out of items that you no longer require. If you haven't used them in over a year, you probably will not use them in your new house.
9. Make any necessary repairs to your home before you move.
10. Confirm your move and any changes of settlement times.
11. Be on hand when the removalists load and unload your belongings.
12. Make sure all doors and windows are locked when leaving your old residence. Turn off the main gas and electricity switchboard and leave the house in good condition for handover.
13. Provide your new contact details to:
 - Post Office
 - employer
 - Australian Tax Office
 - credit card companies
 - banks
 - Medicare
 - insurance agencies
 - family and friends
 - Road Traffic Authority
 - schools
14. Cancel the following services, or get them cancelled:
 - electricity
 - telephone and internet
 - landscaping
 - gas
 - newspaper
 - water

HIGHTON
REMOVALS & STORAGE

"a great move every time"