COMPLETE HOUSE MOVING CHECKLIST

Moving house can be a very stressful time, with a long list of to-dos it's not very unlikely to forget things. But what if you have a central list of all move requirements right at one place? Our aim with this checklist is to make your move a little easier.

The below checklist is designed to remind you of every little move you need to make before your big move day. Simply download the checklist and tick off things so nothing remains as a last-minute task.

1) PLAN YOUR MOVE (6 TO 8 WEEKS ADVANCE)

- [ ] Define your move date window and budget (truck vs. full-service removalist).
- [ ] Shortlist and compare 3 - 4 removalists (pricing, inclusions, insurance).
- [ ] Decide DIY vs. pro packing; note any special items (piano, large TV, artwork).
- [ ] Create a room-by-room packing plan and inventory sheet.
- [ ] Measure big furniture + doorways/stairwells at both homes.
- [ ] Book pet/childcare for move day.
- [ ] Start a “first-week box” list (tools, basic cleaning kit, sheets, kettle, snacks).

Help me Find a Removalist

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2) LOCK IN BOOKINGS & SUPPLIES (4 - 5 WEEKS OUT)

- [ ] Book your removalist and confirm insurance.
- [ ] Reserve building lift/loading dock/parking permits (both properties).
- [ ] Order packing supplies (boxes, tape, markers, bubble wrap, furniture blankets).
- [ ] Arrange cleaners (move-out) and optional pre-clean at the new place.
- [ ] Plan utility changes (electricity, gas, water, internet, pay TV) -choose dates

Shop Packing Essentials

3) DECLUTTER, DIGITISE, AND PREP (3 WEEKS OUT)

- [ ] Sort, donate, sell, recycle; reduce what you move.
- [ ] Back up computers and important files; photograph valuables for records.
- [ ] Collect school/medical/dental records and pet vaccination docs.
- [ ] Start packing non-essentials (seasonal clothes, décor, books).
- [ ] Arrange temporary mail redirection with Australia Post (set start date).

Get Professional Decluttering Help

4) ADDRESS & ADMIN CHANGES (2 WEEKS OUT)

- [ ] Update: driver licence/vehicle rego (e.g., VicRoads/Service NSW/your state authority).
- [ ] Update: ATO, Medicare, private health fund, super fund.
- [ ] Update: banks, credit providers, insurance policies (home/contents/auto).
- [ ] Update: electoral roll (AEC), employer, childcare/schools/unis.
- [ ] Update: mobile provider, streaming, subscriptions, clubs/memberships.
- [ ] Tell friends/family and key service providers (gardener, pool, cleaners).

5) PACK WITH PURPOSE (10 TO 5 DAYS OUT)

- [ ] Pack room by room; label each box with room + contents + fragile/this side up.
- [ ] Create colour-code stickers per room for faster unloading.
- [ ] Disassemble bulky items (beds, shelves); bag and tape screws/bolts to the item.
- [ ] Run down the pantry/freezer; plan simple meals to minimise food waste.
- [ ] Arrange safe disposal of aerosols, paints, fuel, and BBQ gas you won't move.

Need Support for Heavy Items?

6) SAFETY, APPLIANCES & PROPERTY HANDOVER (3 TO 2 DAYS OUT)

- [ ] Defrost and dry the fridge/freezer; wipe to prevent odours.
- [ ] Drain fuel from mowers; empty BBQ gas (or transport safely per supplier guidance).
- [ ] Photograph meter readings (electricity, gas, water) at the old place.
- [ ] Prepare a small tool kit (allen keys, screwdriver, box cutter, tape).
- [ ] Pack the **Day One Essentials Box** (toilet paper, cleaning wipes, bin bags, chargers, towels, toiletries, change of clothes, kettle, mugs, basic pantry).
- [ ] Confirm arrival time, access, and contact numbers with your removalist.

Stress-free Packing Starts Here

7) MOVE-DAY CHECKLIST

- [ ] Reserve a lift/parking bay early; put up clear signage for movers.
- [ ] Walk movers through fragile items, colour-codes, and load order.
- [ ] Do a final sweep: cupboards, drawers, garage, shed, under the house.
- [ ] Switch off water, gas, electricity; photograph final meter readings.
- [ ] Lock windows/doors; hand keys/garage remotes to agent/new owner and note handover time.

8) FIRST HOUR IN THE NEW HOME

- [ ] Direct boxes using your colour-code; place “first-week” boxes where accessible.
- [ ] Check that utilities work; test hot water and internet activation.
- [ ] Assemble beds first; make one bathroom and the kitchen functional.

Unpack without lifting a finger

9) FIRST WEEK SETTLE-IN

- [ ] Install/replace smoke alarm batteries; test alarms. [For rental properties: communicate with your Agent]
- [ ] Consider rekeying/ changing locks (especially for purchases). [Not Applicable for Rental Properties]
- [ ] Confirm home & contents insurance now covers the new address/contents value.
- [ ] Update your emergency contact address and preferred GP/dentist.
- [ ] Book any leftover trades (curtains/blinds, security doors, TV mounting).

QUICK-SWITCH UTILITY PLAN (FILL IN AND ACTION)

- [ ] **Electricity**
  Provider, acct # , service: _____

  Disconnect date (old): _____ Connect date (new): _____

  Notes (tech visit/permit): _____

- [ ] **Gas**
  Provider, acct # , service: _____

  Disconnect date (old): _____ Connect date (new): _____

  Notes (tech visit/permit): _____

- [ ] **Water**
  Provider, acct # , service: _____

  Disconnect date (old): _____ Connect date (new): _____

  Notes (tech visit/permit): _____

- [ ] **Internet**
  Provider, acct # , service: _____

  Disconnect date (old): _____ Connect date (new): _____

  Notes (modem delivery/tech visit/permit): _____

ADDRESS-CHANGE HIT LIST (TICK AS YOU GO)

- [ ] Australia Post (mail redirection)
- [ ] ATO / myGov
- [ ] Medicare / Private Health
- [ ] Superannuation
- [ ] State roads/traffic authority (licence & rego)
- [ ] Banks / Credit cards / Buy-now-pay-later
- [ ] Insurers (home, contents, car, life)
- [ ] Employer / Payroll
- [ ] Schools / Uni / Daycare
- [ ] Mobile/internet providers
- [ ] Clubs, gyms, streaming
- [ ] Accountant / Solicitor / GP / Dentist
- [ ] Friends & family

OPTIONAL ADD-ONS THAT SAVE HEADACHES

- [ ] Photo inventory of high-value items before packing.
- [ ] Floor plan printed with colour-code legend for movers.
- [ ] Pet plan: safe room, familiar bedding, updated microchip details.
- [ ] Parking & lift plan: permits booked, dimensions checked.
- [ ] Rubbish plan: hard-waste pick-up or tip run scheduled.

Share the checklist

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- Or Share the Link
- Call Men in Black at 1300 061 658