



Moving Guide

4 WEEKS BEFORE YOU MOVE

- Discard, sell, or give away unwanted items
- Notify insurance company and cancel or transfer all policies
- Have you confirmed your removal company and date?
- Notify bank & credit card companies and arrange transfer or closure of accounts
- Redirection for bank statements
- Advise change of address: electoral office, IRD, local authority, government departments, solicitor, church, schools, local clubs
- Cancel or transfer regular subscriptions eg. Sky, magazines
- If renting advise your current landlord (or if more notice is required ensure you've checked the terms of your tenancy agreement)
- If moving overseas check passports, visas, travel bookings, and accommodation is finalised
- Start collecting moving boxes & begin packing. Don't forget to label the boxes & keep a list!

2 WEEKS BEFORE YOU MOVE

- Have your car serviced if moving a distance
- Arrange for cancellation of: gas, electricity, telephone services, newspaper
- Advise of new address for charging final readings/accounts
- Arrange for reconnection of gas, electricity and phone services at new address
- Arrange for pet transportation if necessary
- Return anything borrowed and collect anything loaned e.g. library books
- Sort out the garage
- Obtain dental and medical records if moving out of the area - don't forget the pets!
- Get school records
- Book cleaners for house & carpets

1 WEEK BEFORE YOU MOVE

- Empty fuel from mower
- Defrost the freezer
- Empty gas bottles
- Clean out medicine cabinet and dispose of unwanted medicines etc. via chemist
- Notify NZ Post for redirection of mail and send out change of address cards
- Fill out motor registration change of address form
- Water pot plants
- Collect any items outstanding: lay-by's, dry cleaning, repairs
- Tidy garden and remove all rubbish

JUST BEFORE YOU MOVE

- Remove food from fridge and defrost (at least 24 hours before moving)
- Remove all pictures
- Have all washing done and dried
- Disconnect all appliances
- Anchor the drum of the washing machine
- Keep aside jewellery, money, valuable documents, travel documents to take with you personally
- Put aside items that will be immediately required at the new location e.g kettle, tea bags, coffee, knife, scissors (place in a box that is easily recognised)

MOVING DAY

- Have what you need on hand for a simple breakfast
- Turn off hot water cylinder
- Tighten all taps
- Do final readings of power & water meters
- Check electric switches, gas and lights turned off
- Lock doors and windows
- Leave house key with real estate agent or solicitor
- Check nothing has been left behind

MOVING DAY ESSENTIALS

- Craft knife/scissors
- Rubbish bags
- Paper towels
- Toilet paper
- Cleaning supplies
- Paper plates/cutlery/cups
- Vivid marker
- Toothpaste/toothbrush
- Hand soap
- Pet food
- Pain killers/medication
- Plasters
- Torch
- Phone charger(s)
- Bedding
- Towels
- Tea/coffee/mugs
- Kettle
- Milk
- Breakfast supplies
- A bottle of champagne
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