

Moving Checklist

Two Months Before Moving

- Sort through your belongings to reduce the number of things you move.
- Have a garage sale or donate items you no longer need to charity.
- If you're moving a long distance, make travel arrangements with the airline, hotel, and rental car agency. If you're driving to your new home, get maps and plan your travel route.
- Save all moving receipts, because some moving expenses may be tax deductible. Check the current tax code for requirements.
- Place your legal, medical, financial, and insurance records in a safe and accessible place.

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One Month Before Moving

- Start packing items that aren't regularly used such as off-season clothes and decorations and items in storage areas (garage, attic, and closets).
- Make travel arrangements for your pets.
Book interisland ferries
- Get medical records from your doctors, dentist, optometrist, and veterinarian.
- Back up important computer files.
- Enroll children in new school.

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Two Weeks Before Moving

- Contact your service providers / companies (gas, power, waste (bin) collector, Sky , and local phone service provider) and notify them of your move.
- Arrange for reconnection at your new address.
- Inform the NZ Post of your upcoming move.
- Send change-of-address cards with your new address and phone number to:**
 - Friends and family
 - Banks, insurance companies, credit card companies, and other financial institutions
 - Magazines and newspapers
 - Doctors, lawyer, accountant, realtor, and other service providers
- Call friends and family and recruit help for the moving day if necessary.
- Confirm your travel reservations.
- Arrange to close or transfer your bank account.
deposit box.

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One Week Before Moving

- Pick up items from the cleaners, repair shops, or on loan to friends.
- Pack a survival kit of clothes, medicines, special foods, and so on to carry you through the day after arrival in your new home.
- Finish packing all boxes minus what you'll need in the final week.
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The Day Before

- Remove hanging fixtures.
- If you're driving, check oil and gas in your car.
- If you're traveling, make sure you have tickets, credit cards, and other essentials.
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Moving Day

Set aside an area & advise the movers that items in this area are " No GO"

- The keys to your car and new home.
- Cash or traveler's checks / Passports
- Documentation related to the sale of your home.
- Insurance policies, Real estate agent's & Lawyers phone number.
- Your current address book or personal planner.
- Prescription and non-prescription medicines.
- Clothing and personal effects.
- Any important personal records and documents.
- Back-up copies of important computer files.
- Vacuum cleaner and cleaning materials
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Arrival Day

- Show movers where to place furniture and boxes.
- Check inventory to ensure that everything was delivered before signing delivery papers.
Note any damages on the inventory sheet.

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