We know moving can be stressful. Hopefully, by providing this moving checklist we can help make your life just a little easier. If you’re unsure about the rules and regulations concerning getting your bond back, the Tenants Union NSW and Fair Trading NSW are amazing resources to freshen up on your rental knowledge.

1. Moving Preparation (4-6 Weeks)

Let the Right People Know
- Inform your landlord or real estate agent
- Update your address
- Banks
- Credit cards
- Cell phone companies
- Subscription services
- Friends and family
- Disconnect/Transfer Service Providers
- Utilities (electricity, water)
- Cable
- Internet
- Let landlord/strata know booking date
- Elevator padding/protection
- Reserved parking spot

Hire in Advance
- Hire removalist company
- Hire end of lease cleaning company
- Hire handyman
- Rent storage locker
- Purchase moving insurance
- Confirm travel plans

Clear Your Calendar
- Schedule time off of work
- Schedule babysitter
- Schedule petsitter

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### 2. Packing (2-4 weeks)

**Declutter Your Life**
- Remove unnecessary items as possible
- Hold a garage sale
- Donate to local charity
- Create a floor plan
- Measure spaces in new home
- Ensure furniture fits in an allocated area

**Get Supplies**
- Moving boxes
- Packing tape
- Fragile warning tape
- Packing paper
- Sharpies
- Newspapers
- Bubble wrap
- Label boxes

**Stark Packing**
- Label boxes based on room or category
- Rooms
- Valuables
- Fragile
- Daypack
- Prepare appliances for moving
- Defrost freezer and remove items in fridge
- Drain liquid from dishwasher
- Remove glass from microwave
- Disassemble furniture
- Secure hardware (e.g. screws, etc) to furniture

**Start Packing (Rooms)**
- Kitchen
- Bathroom
- Bedroom
- Study
- Laundry
- Garage

**Start Packing (Day Pack)**
- Toiletries
- Clothes
- Tool kit
- Medication
- Documents
- Cell phone charger
- Cash

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3. Moving Day

### Have a Backup Plan

- Have a backup place to crash
- Plan for secondary transportation
- Keep your “day pack” on you

### Use Professionals

- Ensure parking is available for all services
- Schedule services at appropriate times
- Have cash payments ready
- Provide a walk-through for each service
- Movers
- Vacate Cleaners
- Handyman
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4. Settle In (1 week after)

<table>
<thead>
<tr>
<th>Final Inspection</th>
<th>Unpacking</th>
<th>Get Settled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrange final inspection with agent</td>
<td>Assemble and place your furniture</td>
<td>Get to know the neighbors</td>
</tr>
<tr>
<td>Return keys</td>
<td>Start unpacking on a room by room basis</td>
<td>Ask for recommendations</td>
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<tr>
<td></td>
<td>Unpack frequently used items first</td>
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<tr>
<td></td>
<td>Check that appliances are running</td>
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<td></td>
<td>Ensure that nothing is missing</td>
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<tr>
<td></td>
<td>File any receipts and documentation</td>
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</tbody>
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