

EVERYTHING YOU NEED TO KNOW

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YOUR GUIDE TO MOVING

LYUS & LAMBERT

CHANGE OF ADDRESS

- | | | |
|--------------------------------------------------|---------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> NZ Post mail redirected | <input type="checkbox"/> Bank and credit card | <input type="checkbox"/> Kids' schools |
| <input type="checkbox"/> Doctor | <input type="checkbox"/> Insurance | <input type="checkbox"/> Elections Registrar |
| <input type="checkbox"/> Dentist | <input type="checkbox"/> NZ Transport (drivers license) | <input type="checkbox"/> Friends and Family |
| <input type="checkbox"/> Accountant | <input type="checkbox"/> Investments | <input type="checkbox"/> Newspaper subscriptions |
| <input type="checkbox"/> Lawyer | <input type="checkbox"/> Paypal | <input type="checkbox"/> Magazine subscriptions |
| <input type="checkbox"/> IRD | <input type="checkbox"/> Place of Employment | <input type="checkbox"/> Meal subscriptions |

SERVICES AND UTILITIES

- | | | |
|----------------------------------------------|----------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Internet | <input type="checkbox"/> Gas | <input type="checkbox"/> Electricity |
| <input type="checkbox"/> Cable TV connection | <input type="checkbox"/> Water | <input type="checkbox"/> House cleaning services |
| <input type="checkbox"/> Phone | <input type="checkbox"/> Lawn Services | <input type="checkbox"/> Final meter reading |

MOVING DAY PREP

- | | | |
|-------------------------------------------------------------------|------------------------------------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Packing supplies - boxes, tape & markers | <input type="checkbox"/> Organise moving company and timings | <input type="checkbox"/> Book leave off work |
| <input type="checkbox"/> Moving and contents insurance | <input type="checkbox"/> Folder with warranties and manuals for new owners | |
| <input type="checkbox"/> Confirm moving in/out information | <input type="checkbox"/> Give landlord notice on moving date (if applicable) | |

DECLUTTER YOUR STUFF

- | | | |
|---------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Sort cupboards, drawers, garages and sheds | <input type="checkbox"/> Reserve storage in new home | <input type="checkbox"/> Check when things expire |
| <input type="checkbox"/> Throw out, donate or sell items | <input type="checkbox"/> Ask friends for help | <input type="checkbox"/> Plan meals to use up food |

PACKING AND STORAGE

- | | | |
|----------------------------------------------------------------------|---------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Clearly label valuables | <input type="checkbox"/> Scan rooms for hidden items | <input type="checkbox"/> Inform moving company of your packing and unloading process |
| <input type="checkbox"/> Inform moving company of any fragile goods | <input type="checkbox"/> Sort a 'day of move' box with essentials | |
| <input type="checkbox"/> Label each box clearly with designated room | <input type="checkbox"/> Pack infrequently used items ahead of time | |

CLEANING

- Clean the stove
- Defrost fridge/freezer
- Tidy yard
- Tidy shed
- Tidy roof gutters
- IRD
- Disconnect washing machine
- See to repairs or fixes needed ahead of time
- Hire cleaner for moving day
- Disconnect dishwasher

CHILDREN AND SCHOOLS

- Research new schools
- Inquire and set up introductions
- Notify old school about end date
- Notify new school about transfer date

DAY OF MOVE

- Arrange care for your kids and pets
- Charge your mobile phone
- Do a final meter reading for electricity/gas – take a photo
- Switch off the hot water cylinder
- Check smoke alarms
- Check all lights are switched off
- Check all windows and doors are shut and locked

AFTER YOUR MOVE

- Inform your insurance of anything that was lost or damaged during the move
- If you own, have spare keys cut
- Get your kids and pets familiar with their new neighborhood
- Greet your new neighbours

PROUDLY RAY WHITE

