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## **Moving Checklist**

### **Things to do well ahead of moving day**

- Organize transit insurance for your move
- Begin reducing the amount of food in your freezer and pantry
- Dispose of unwanted furniture via online auction, garage sale etc or talk to McCondachs about storage
- If you are packing your household, obtain cartons from McCondach Movers & Storage and begin early. Otherwise leave it to our packing team a few days before your move.
- Mow lawns and remove any garden waste
- Disassemble outdoor items ( swing seats, playhouse, etc) and put all bolts and screws in envelope for safekeeping
- Pay your bills so your are up to date and don't have to worry about them either side of move time
- Return items you have borrowed to friends, neighbors etc
- Organize pet transport or boarding
- Arrange for someone to look after children and pets on packing and moving days as it can be stressful for them

Notify the following of your change in address ( *Steven this should be a tick list* )

- Post Office for mail redirection ( send out change of address cards)
- Insurance companies
- Banks or investment companies
- IRD
- School – arrange for school records to be transferred to new school
- Doctor, dentist, vet, specialists (get copies of your records)
- Lawyer, accountant
- Church or place of worship
- Clubs and shops where you have an account
- Magazine subscriptions

### Contact

- Power, gas, water supplier, telephone, cable TV, newspaper internet service supplier to advise of your move and date

### **The day before you move**

- Empty and defrost your fridge/freezer. Towel dry and you can wipe over inside with vanilla essence and water to assist in prevention of odours.
- Disconnect your washing machine ( if you can) and drain water from hoses
- Disconnect stereos, TV, computers. Tape or tie all wires and leads together. Place in original boxes if you still have them. Remember to remove all CD's/tapes.
- Empty fuel from lawn mowers, weed eaters, chainsaws etc
- Empty and hose out all rubbish bins and compost bins
- Collect any dry cleaning or laundry and return any videos, books or toys to library
- Remove your own fixtures or fittings from wall
- Empty all gas cylinders
- Get a good nights sleep and leave the rest to McCondach Movers & Storage

### **Move day**

- Check the house, garage, basement thoroughly to ensure nothing is left behind
- Call your power company with your final reading
- Do any final cleaning
- Turn off water heater, gas, mains power
- Check all window and doors are locked
- Leave all house keys with new owner or rental company

### **A few don'ts**

- Don't transport or store passports, jewellery, money, legal documents, taxation papers, insurance policies or other high value/irreplaceable articles ( keep these items with you)
- Don't store perishable foods ( flour, cereals, vegetables etc)
- Don't put breakables in drawers
- Don't overload drawers, chests, blanket boxes etc as too much weight can damage furniture
- Don't put liquids in drawers (perfumes, sauce bottles etc)

### **Dangerous Goods**

We cannot transport or store dangerous goods:

- Ammunition
- New or partially used cans of paint
- Linseed oil
- Turpentine or Kerosene
- Petrol
- Cleaning fluids
- Gas cylinders ( unless emptied)
- Aerosols ( of any kind)
- Vegetable oil (large quantities)
- Chemical sets

*If you are not sure please check with us*