



PRE-MOVE MANAGEMENT CHECKLIST

A helpful pre-move planner to assist with all relocation needs

REMOVAL CHECK

- Confirm removal date with Taranaki Relocations
- Ensure all uplift, delivery & contact information on Acceptance Form is completed
- Request house cleaning, pet or vehicle transport with Taranaki Relocations if needed

UTILITY DISCONNECTIONS & INSTALLATIONS

- Telephone, fax & internet
- Gas – with final reading
- Electricity – with final reading

CHANGE OF ADDRESS DETAILS

- NZ Post – redirection order & ‘change of address’ cards for family & friends www.changemyaddress.co.nz
- Banks & insurance agents
- Subscriptions to newspapers & other publications
- Medical practitioners – doctors, dentists, optometrists & other specialists
- Schools & education providers, clubs & societies
- Solicitor & accountant
- Inland Revenue Department

PRIOR TO MOVE

- Remove all food from fridge & freezer - *to defrost*
- Empty fuel from mowers & trimmers
- Purge gas bottles - *Taranaki Relocations are not licensed or insured to carry dangerous goods*
- Empty medicine cabinet - *dispose of expired/unwanted meds & keep daily pills in a safe/handy place*
- Organise last minute waste disposal of surplus rubbish - *Taranaki Relocations can quote if needed*
- Check garage, shed & loft – *sort unwanted items & put aside chemicals containing flammable substances*



ITEMS THAT CANNOT BE TRANSPORTED OR STORED

- All hazardous goods
- Gas bottles - *unless purges with an approved purging certificate*
- Petrol, diesel & kerosene
- Paints & oils
- Ammunition

ITEMS TO BE KEPT OUT & ACCESSIBLE

- Keys for new home
- Wallet, handbag & cheque book
- Medicines & reading glasses
- Toiletries
- Cellphones, passports & travelers cheques
- Bed legs & screws for assembly
- Plates, cutlery, cups & glasses for evening meal & breakfast – *i.e. jug, toaster & bottle of wine*
- Dog/cat food
- Baby food, toys & nappies

LAST MINUTE CHECK – ONCE LOADED

- Any item left behind – *final walk around to inspect*
- Keys handed over to solicitor/new owner

HANDY HINTS

- All items that can fit should be placed inside cartons
- Do not overload drawers & cabinets
- Water pot plants 2-3 days prior to move
- Tape both top & bottom of cartons to prevent spillage & ensure ease of handling

MOST IMPORTANTLY:

Don't allow yourself to become unnecessarily stressed!

If you need a hand with packing or any aspect of your move, please call us.

We are always here to help.

The best move you'll ever make!