



www.accessremovals.com.au

Removals Checklist

First things to do

1. Book in your removalist and order removal boxes/packing materials as soon as you know the date you want to move. Ensure you provide as much information as you can when booking the job to ensure an accurate quote.
2. Arrange insurance for the move
3. Pre-book your storage and/or cleaner if required. Please advise us if you require contacts.
4. If you are renting, formally notify the landlord of your intention to vacate and book in an inspection date.

Before the move

1. Downsize and once your boxes arrive start packing. (Pack heavier items in smaller boxes) Access Furniture Removals also offers a packing service if you require.
2. Be sure to label all boxes with the room they belong in (Remember the less there is to do on the day, the more efficiently your removalists will be able to work).
3. Dismantle larger furniture or furniture that came flat packed. This will minimise the amount of space needed in the truck
4. Let us know if you anticipate any problems moving furniture in or out of your current home. (Balcony lifts / removal of doors etc)
5. If in a multi-story building, remember to book the elevator to use on the move day.
6. Arrange to have your telephone, internet, pay TV, gas, electricity etc disconnected and reconnected at the new place. (Connect Now / On the Move)
7. Arrange parking for the removalist van/truck.

After the move

1. Arrange a postal redirection service and advise important contacts of your new details
2. Return used packing boxes to the removalist
3. Update your pet microchip information