

# SETTLEMENT AND MOVING PREPARATION.

Below is a guide for what to consider when buying or selling a home, or both. If you have any questions, please reach out to our Client Relations team or your Real Estate Agent



## ONE MONTH TO GO.

- Complete all requirements for legal representative and financial institution
- Book your removalist and consider any items that will need specialists to move i.e piano, large potted plants, art, large TVs etc.
- Source moving materials (boxes/tape/newspapers/markers/cable ties etc.)
- Plan for work, childcare and pets for moving day
- Arrange School or childcare transfers if necessary
- Declutter and donate or dispose of anything that you won't need in your new home, arrange a bulk waste collection through your local council if necessary (QR for Ku-ring-gai council below), or arrange a private rubbish removal service
- Start to use pantry items to avoid having to move it all
- Advise your real estate agent or legal representative of any items you wish to leave behind that are not inclusions in the contract of sale, i.e. fridge or shelving that won't fit in your new home, these can be left for, or sold to, the new owner if you both agree.

## Some Packing Tips.

- Clearly mark all boxes as you go with contents and room/location, i.e. "Linen, Laundry" you can quickly forget what is in each box and this will help with efficiency on moving day saving you time and money if your movers are paid by the hour
- Mark "**FRAGILE**" on boxes containing breakables or items easily damaged
- Disassemble furniture prior to moving day, ensure you are organised with screws and tools for all furniture items, you will thank yourself when you are reassembling everything.
- Pack lighter items in the larger boxes and heavier items in smaller boxes to avoid boxes being too heavy.
- Save space in your car for anything you will need during the move and on the first night; linen, clothing, toiletries - including toilet paper, medical supplies, first aid kit, sentimental and/or valuable items, chargers for devices, tools, scissors, basic cleaning supplies, vacuum, snacks and water for drinking.

## TWO WEEKS TO GO.

- Arrange insurance for your property
- Using a floor plan, map out where your furniture and belongings will go – measure if necessary
- Organise quotes for any improvements you will be making to your new home (these must be arranged for after settlement)
- Start packing items that are not used frequently
- Start gathering user manuals and keys in preparation for settlement, these can be left at the property or handed to your Real Estate Agent for the new owners
- Arrange a mail redirect from your current place of residence to your new home, 12 months is ideal to ensure you don't miss any medical reminders, seasons greetings etc. <https://auspost.com.au> (QR Code on page 8)
- Check in with your legal representative and your financial institution to ensure everything is ready for settlement
- Inform services (gas/electricity), property maintenance and/or security services, of your intention to move
- Start cleaning as you pack to ensure the property is clean and ready for the new owners
- Start updating your address (see change of address list below)
- Plan for services such as Electricity, gas, telephone etc. ensure meter readings are scheduled at both the property you're leaving, and the one you're going to. There are companies who can manage this on your behalf. These services are usually free to use.
  - [bemoved.app](#)
  - [connectnow.com.au](#)
- Arrange key collection for the new property (remember, the agent can't hand over the keys until settlement is confirmed by the solicitors/conveyancers)
- Plan to keep important documents, jewellery, chargers, tools, scissors, basic cleaning supplies, snacks and water for drinking, toiletries, clothing, linen for the first night or two while you unpack and get organised.



