

Things to Do when Moving House

This check list will make things much easier for you. Those items marked with an asterisk (*) must be attended to before you move. Items marked with two asterisks (**) are things you are obliged to do by law. The remainder, though equally important, could safely be left until after the move, as long as you have arranged for your mail to be re-directed.

✓ Tick when completed

FINANCIAL / LEGAL (notify in writing)

- ** **Bank** (incl. Bankcard and children's accounts)
- Building Society** (Loan and Savings Accounts)
- Credit Union**
- Age/Invalid/Repatriation Pensions**
(Social Security/ Repatriation Department)
- Child Endowment** (Social Security Department)
- Public Library**
- Life Assurance Companies** (quote policy no.)
- * **Property Insurance Company**
(Contents – quote policy no.)
- Car Insurance Company** (quote policy no.)
- Any other Insurance** (children's accident etc.)
- Hire Purchase companies**
- Credit Cards** (Diners Club, Store Accounts etc.)
- ** **Motor Registration Branch**
 Car Registration Driver's License
- ** **Electoral Office**
(address in telephone directory under govt. section)
- ** **Local Police** (if you have any driving summonses pending, or if you are to be a witness in a case etc.)
- Shares & Investments**, govt bonds, superannuation etc.
- ** **Taxation Office** (quote tax file no.)

PERSONAL / SOCIAL

- * **Husband's Employer** **Wife's Employer**
- Apprenticeship Commission** if one of family is apprenticed (quote apprenticeship number)
- * **Doctor**
- * **Dentist**
- * **Hospital**

- * **Health Fund**
- * **Social Clubs**
- Sporting Clubs** (whether a player or a member)
- Neighbours**
- Relations**
- Friends** (use Christmas Card list)
- Other**

HOUSEKEEPING

- Milkman** (with last day of delivery)
- * **Newsagent** (with date last paper required)
- Electricity Department:**
 Off at old address On at new address
- Gas Company**
 Off at old address On at new address
- Telephone** (contact Regional Sales Office)
 Off at old address On at new address
- Post Office** (pay a monthly fee for redirected mail)
Australia Post have a really good "Movers Kit" to assist you with mail re-direction and other matters. Obtain a copy for your local Post Office, give us a call or go to www.austpost.com.au/movingservices which may be of help to you.
- Magazine Subscriptions** (anything received by mail) save wrappers with reference numbers.

Here's a good idea!

Make a copy of our 'Moving Notice' or ask us for a copy and photocopy enough for your requirements. It will save time writing letters.