

ST. CLARE

STUDLEY PARK. KEW

Moving Checklist

Finally! The time has come to start planning for your highly anticipated move to St. Clare. We know that moving can feel daunting and are here to help. We have develop a plan to ensure that your transition to your new home is as smooth and stress free as possible.

St. Clare Resources

The St. Clare team have developed a comprehensive resource centre to support you throughout this journey. It features a collection of videos covering key aspects of the moving process, including expert tips on decluttering, interior design inspiration, and more.

Website: <https://stclarekew.com.au/resource-centre>

Login: members

The below check list endeavours to help you to keep on top of things:

Packing and Moving

6 months prior

Start sorting your furniture and possessions – decide what you will bring with you, sell or donate.

Create a folder for all your moving documents. Obtain family, health, and pet medical records.

Enquire with removalist company for a quote e.g. Classic Moves, White Glove Removalists.

Once you have selected a removalist, provide them with St. Clare's 'Removalist Instructions Pack'.

New Address Notifications

4 weeks prior

If you are selling your house, organise for a cleaner, gardeners, etc to tidy up in preparation for settlement. Often Real Estate Agents have trades they can refer.

Contact your gas, internet, hot water and water providers to disconnect services. Arrange final readings of gas and electricity meters, remove batteries.

Organise contents insurance for your new home.

St. Clare provides free WIFI in the residences. If you would like to connect to the internet via the NBN in your residence, we suggest you organise a provider at this time in readiness for moving in.

Arrange to have your mail redirected to your new address via Australia Post or via <https://auspost.com.au/receiving/manage-your-mail/redirect-hold-mail/redirect-mail>

Notify stakeholders:

- **Registration Offices**

- Australian Taxation Office
- Australian Electoral Commission
- Medicare
- Centrelink
- Vic Roads
- Local council.

- **Insurance and finance**

- Banks
- Insurance companies
- Legal representatives
- Accountants
- Financial advisors
- Superannuation providers.

- **Medical Bodies**

- Organ and tissue donation bodies
- Medical screening registers
- GP
- Ambulance provider.

- **Other**

- Loyalty programs
- Newspapers
- Subscriptions
- Toll tag companies
- Vets, and pet microchip registries.

If Packing Yourself

Arrange carton and packing materials delivery (labels, bubble wrap, tape, markers, paper) with your removalist or storage company.

Use clean white butcher's paper, not newspaper as it soils items.

Label every carton clearly, on the tape, as to contents and its room destination.

Prepare an inventory list of each carton. Mark clearly 'fragile'. Note all dents and scratches.

Pack lighter items in large cartons, heavier items in small cartons, heavier items on bottom.

Dismantle furniture that comes apart - remember to tape screws in an obvious location or label and place in an essentials carton with TV, sound system remote controls, bed legs, and manufacturers instructions for reassembly of items.

Relocation Essentials

1 week prior

Check that final meter readings are taking place when planned.

Prepare a '**survival kit**' with mobile phone and accessories, medications, pet requirements (especially leads) and bathroom necessities.

Prepare an overnight bag with essentials for your first night in your new home.

Set aside bed linens and towels for the first night.

Housekeeping

Day before move out

Make sure you've got everything with you, all appliances are working but turned off. Take photos to document the condition of the property when you left it. This can be useful in case there is a dispute.

Consider taking very sentimental and personal items with you in your car.

Defrost and empty refrigerator – consider filling an esky with ice to transport perishable foods.

Consider informing police and neighbours that the house will be empty for a while.