

A photograph of a room with a large arched window on the left, showing a view of a house and trees outside. On the right, there is a tall stack of cardboard boxes. One box in the stack has the word "FRAGILE" written on it. The room has light-colored walls and a white door frame.

BAYLEYS

Your Bayleys **moving guide**

[bayleys.co.nz](https://www.bayleys.co.nz)

Preparing to **move**

Moving into your new home is an exciting experience. It's a fresh start in a brand new property that you can customise and call your own. During your move, you'll need to organise an array of tasks, such as hiring removal specialists, setting up utilities, packing and unpacking. Use this guide to ensure the process is as stress-free and easy as possible, so you can begin life in your new home.



Preparation is **key**

Moving can be a stressful process, so it's best to be prepared. If you don't plan ahead of schedule, you may be delayed on moving day, which is sure to cause a headache or two:

- Create a list of everything that needs packing in each room to estimate logistics or storage
- Photograph television and stereo cables to make reinstalling in your new property easier
- Measure large or bulky furniture items and take note of height and width
- Measure the rooms and doorways in your new home to work out where furniture can go
- Draw up a floor plan of your new home to figure out where to place items
- Find out where the easiest points of access are in your new home for moving in furniture
- Check if the driveway at your new home can accommodate a small truck or moving van, and if not, contact your council to reserve street parking
- Use moving as a perfect opportunity to declutter and re-organise. Donate unwanted goods to local schools or charities, or sell items online or through community newspapers
- What is the settlement/possession date of your new property? You may need to organise temporary accommodation, or consider if you will need storage - this may be required for a week or a month, or more. Be sure to obtain quotes so you are not caught out paying more than needed to, and, most importantly, be organised.



Tips for **packing**

Use these eight tips for packing boxes to make your move a little less stressful and a bit more efficient:

1 Start packing early. When you know it's time to move, one of the worst things you can do is put it off. Instead, start packing your belongings as early as you can and do it in stages, not all at once. Trying to pack everything in your home in a weekend is a recipe for stress and broken items. Take a few weeks to slowly pack and make sure you're doing it right.

2 Round up boxes. Buying moving boxes can be expensive, and if you have to pack a whole house, you could easily spend hundreds of dollars. There's nothing wrong with a few wardrobe boxes or specialty boxes for TVs, but you don't need to spend your savings on cardboard.

Go around to grocery stores, liquor stores and even businesses you frequent and just ask for some boxes. You could save a lot of money and get most of your boxes for absolutely nothing. Leave buying as a last resort.

Ensure the bottoms of your boxes are sturdy and reinforced.

3 Fill your boxes. If you've moved before, chances are you've put something in a box only to find it in pieces when you arrive at your new destination. It might seem like an inevitable part of moving, but doing a better job at packing can prevent breakages.

Your best bet is to simply fill your boxes with shredded newspaper or packing paper to cushion any soft drop or fall the box takes. Extra-fragile items should be labelled as such.

4 Buy bubble wrap. Items that are very fragile can still be boxed, but they need to be securely wrapped in bubble wrap before the box is sealed.

5 Label your boxes. people who start packing in a hurry often forget to label their first few boxes. Get a package of high-quality waterproof markers and label each box. Ideally, you should label your boxes on all sides. Even a single letter or abbreviation like "K" for kitchen or "MR" for master bedroom will make the process easier.

It is also worthwhile labelling your boxes with your name and phone number in case there is confusion with your moving company.

6 Pack non-essential items first. You might love your books, but you don't need them the week before you move. Pack non-essential items like books you don't use daily well before your move date to cut down on stress and reduce your workload.

7 Don't box bulky items. Too many people make the mistake of boxing very heavy or oddly-shaped items. Instead, wrap them in bubble wrap and move them separately to avoid damage.

Think about the weight of your boxes. Try and stick to 15-20kgs maximum.

8 Consider getting help. If you've got lots of furniture and very little time, you may want to hire movers. They can help you pack and help you pack the right way, too.



Your moving checklist

Six weeks before your move:

- ☐ Book moving company (get quotes and confirm date/time)
- ☐ Prepare an inventory of everything you will be taking with you

Four weeks before your move:

- ☐ Cleaner booked
- ☐ Carpet cleaner booked
- ☐ Have a big clean up and get rid of items no longer needed. Donate unwanted items to schools or charities or give away to friends and family.
- ☐ Research new schools for your children
- ☐ Local health facilities research
- ☐ Sporting clubs research
- ☐ Social clubs research

Two weeks before your move be sure to notify and update your address with the following organisations/people:

- ☐ New Zealand Post mail direction
- ☐ Your bank, credit card and charge card companies
- ☐ IRD
- ☐ Your Solicitor
- ☐ Job/s
- ☐ Insurance companies; household, car, contents, health
- ☐ Schools
- ☐ Register of motor vehicles and driver's license
- ☐ Doctor, dentist or other medical practitioners
- ☐ Local authority – Council for rates, animal registration
- ☐ Stores where you charge accounts
- ☐ Hire purchase or finance companies
- ☐ Local club memberships
- ☐ Friends and relatives
- ☐ Accountant
- ☐ Magazine subscriptions
- ☐ Police (if you own and store firearms)
- ☐ Professional bodies e.g. REAA

One week before your move:

- ☐ Cancel gas and power (arrange a final meter reading)
- ☐ Cancel telephone and internet
- ☐ Discontinue water service
- ☐ Disconnect TV Aerial/Sky TV
- ☐ Transfer alarm monitoring services
- ☐ Transfer newspaper delivery service
- ☐ Cancel lawn moving/garden services
- ☐ Remind and confirm/dates times locations for furniture removal company
- ☐ Confirm moving in and moving out details and key exchange with your Bayleys consultant
- ☐ Organise a supply of boxes from places like the supermarket, retail stores
- ☐ Obtain some packing tape - it's always better to get more than less
- ☐ Carefully wrap and label fragile items
- ☐ Don't overfill boxes – make sure they're not too heavy to carry
- ☐ Make sure your insurance covers you for moving day
- ☐ Label all boxes with the contents and room they are going to
- ☐ Photograph the back of television, stereo and computers to see where cables go, and package cables accordingly
- ☐ Ensure chattels that have been sold with the property have not been accidentally packed
- ☐ Arrange for someone to look after your children or pets on moving day
- ☐ Say goodbyes to neighbours

The day before:

- ☐ Clean out the fridge and defrost freezer
- ☐ Clean the stove
- ☐ Tidy the yard
- ☐ Disconnect all appliances
- ☐ Clean dishwasher (if this belongs in the house)
- ☐ Set aside things that you will need on the day of the move so you can take them with you (e.g. food, drinks, cleaning products)

On moving day:

- ☐ Disconnect your washing machine and drain the water
- ☐ Check the tops of wardrobes and in the attic/basement for any forgotten belongings
- ☐ Keep jewellery, money, passports, legal documents or insurance policies with you
- ☐ Leave instruction manuals and important documents on the bench
- ☐ Ensure the house is clean and tidy for the new tenants or owners
- ☐ Turn off lights, hot water, gas meter and power
- ☐ Take all your rubbish with you
- ☐ Lock the door when you leave and leave the keys with your real estate or other appropriate person

At your new home:

- ☐ Double check that everything in the property is in order and meets the terms of your purchase contract
- ☐ Check that the electricity, gas, hot water and telephone connections have been switched on
- ☐ Check security - if you are concerned arrange to have locks changed
- ☐ Update your electoral enrolments details
- ☐ Teach children how to get to their new school, college, university
- ☐ Look after your pets – keep them inside or fenced area for a bit until they get use to the area
- ☐ Update your will – this should happen whenever your financial circumstances change

Finally but not least crack open that bottle of bubbly, set up a date for a house-warming party and start celebrating your new home!



This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.