

MAKING YOUR MOVE EASIER

MOVING CHECKLIST

- ❑ **DOCUMENTS SIGNED:** Check with your solicitor to ensure you've signed all necessary documents and things are ready to settle.
- ❑ **FINAL INSPECTION:** Arrange with Hillsea to conduct a final inspection on your property.
- ❑ **SETTLEMENT TIMES & MOVING TRUCK:** Check with your solicitor for settlement times and arrange times for your moving truck and to pick up keys from your solicitor or agent. **Note: Keys cannot legally be given to a buyer by an agent until the agent has received settlement letters from "both" solicitors (your solicitor and the vendor's solicitor).**
***Please be aware of this when booking times for your removalist truck.*
- ❑ **MAIL:** Arrange for your **mail** to be redirected a few days prior to settlement. We suggest you use this service for at least 3 to 6 months, to safe guard against any forgotten sources that may send you correspondence.
Find out how here: [Australia Post Online](#)
- ❑ **TELEPHONE:** Disconnect your **Phone** and arrange for connection at your new address.
- ❑ **ELECTRICITY/GAS:** Disconnect **Electricity** and Gas and arrange for connection at your new address.
- ❑ **DRIVERS LICENSE:** Change your address with Queensland Transport for your driver's license.
Queensland Transport 13 2380
- ❑ **ELECTORAL DETAILS:** Change your electoral enrolment details.
Visit: [Change Address Online](#)
- ❑ **PET REGISTRATION:** Advise Gold Coast City Council for the registration of any dogs.
Change of details form can be downloaded here: [Cat & Dog Registration Change of Details Form Online](#)
- ❑ **INSURANCE:** Advise all insurance agencies of your new address for any policies held. (e.g. car, boat, contents etc).

****This list is to be used as a reference only. Your individual circumstances will may mean you will have change details with other companies you deal with.**

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