

Genesis moving checklist



Preparation is key to successfully moving house. Use our handy checklist to make the big move for you and your family as stress free as possible.



Three months before

- Create a moving file on your computer or in a folder. Compile all your notes and papers in one place:
 - Quotes from moving companies
 - Packing lists
 - Contact information for utilities, real estate agent/landlord, etc.
- **Think about de-cluttering.** Don't waste money paying to have stuff moved that you never use or won't fit at your new property.
- Once you know exactly what you're taking you'll be able to get an accurate removal company price, or select the right sized truck to hire if you're doing a DIY move.
- Decide on whether you are going to do the **move yourself or use a removal company.**
- If you choose to use a removal company get at least three quotes. Book your preferred choice early. Or if you're doing a DIY move but still need a vehicle to help you move, get three quotes for renting a moving truck.
- Start researching your local area – do you need to transfer kids to new schools? Find a new play centre or childcare provider? How are you going to get to work?
- Enrol or go on a waiting list for your new medical centre.



Two months before

- Sort and purge. Sell or give away any unwanted items.
- Start eating things in the freezer and those tins at the back of the cupboards.
- Check your home insurance policy to make sure you are covered from the day you move in and whether your contents are covered during your move.
- If you are moving long-distance and need a hotel for the night, book early. Look for somewhere with secure parking.



One month before

- Buy/order or collect your boxes and buy your **packing materials**.
- Designate a **packing station** and keep essentials here – boxes, tape, pens, wrapping material.
- Notify your landlord in writing if you are renting. (If you are on a fixed term lease, you might have to give more notice.)
- Book extra storage if required.
- Let us know your moving date and new address at the [Genesis Energy Home Move Hub](#).
- Notify your bank, water supplier, telephone and broadband suppliers and **any other utilities** of your new address. If Spark is your broadband supplier, you can do this at the [Genesis Energy Home Move Hub](#).
- Have your car(s) serviced, particularly if you are moving long distance.



Two weeks before

- Confirm arrival time and final arrangements with your removal company.
- Pack a **Suitcase of Essentials** for each family member; include things like sheets, towels, healthy snacks, water and favourite toys.
- Make up a **Moving Day Essentials Box**. Don't forget to pack clean sheets and a towel for each family member for the first night in your new home.
- Arrange for someone to look after your children on moving day, and your pets if possible.
- Organise a cleaner if you are planning to use one.



One week before

- Do any last minute laundry.
- Start dismantling any flat pack furniture.
- Confirm with your real estate agent or landlord when you will be getting the keys to your new property – are they changing the locks?
- Make sure your old house keys are all in order and ready to hand over.



Two days before

- Finish all packing. Don't pack essential kitchen items (like kettle and tea/coffee) and leave some toiletries in the bathroom.
- Make sure movers know where to park and are aware of any access issues at either your new or old home.
- Confirm childcare and pet arrangements.



One day before

- Defrost and dry out your fridge/freezer.
- Pack valuables and documents and put them in a safe place. Keep these with you.
- Put your moving file and your list of contact details somewhere secure e.g. real estate agent/property manager/landlord, movers.
- Charge your mobile phone and other electronics you might use.
- Fill the car(s) with fuel and check water/tyres/oil.



Moving day

- Have a good breakfast.
- Make sure pets are secured before the movers arrive.
- If you don't have childcare, organise a place out of the movers' way with your children's favourite toys and a few treats.
- Be ready to welcome your removal team. Show them all items that are going to be moved and clearly point out anything that's not.
- Do a final clean of the house, or organise someone to do it for you.
- **Do a final meter reading.**
- Do a final check of the property, inside and out, so that nothing is left behind.
- Lock all windows and doors and leave any information that may be useful to the new occupier e.g. where the meter and fuse box are located. Leave your new address for the new occupants if you want your mail forwarding on.



Your new house

- Aim to be at the house before your removal team to check the property.
- Do a quick check of the property for any issues – check latches/windows/locks are all working. If renting, make sure your new landlord notes any issues.
- Make sure all services – electricity, water and gas – are working.
- Read your meter when you arrive (**find out how to do that here**). Then call us. Check whether any 45kg LPG gas bottles on site are empty and then order additional bottles.
- When the removal team arrive, give them a floor plan of where furniture is going and explain any colour coding – e.g. all red boxes go in the lounge.
- When your movers have finished, check the inside of the truck for any last items.
- Unpack the kitchen so it's in working order for the morning. But don't try and unpack everything today.
- Make up beds and get children/pets sorted.
- Order takeaways. Welcome to your new home!

Moving home?

If you're moving home we are here to help. Just jump online, complete a simple form and we'll do the rest.

Genesis Energy customers

<https://www.genesisenergy.co.nz/moving-hub>

New to Genesis Energy?

<https://www.genesisenergy.co.nz/for-home-moving-house-new-customers>