

HIREACE

COMMERCIAL VEHICLE AND TRAILER RENTAL

Moving House Checklist

5 weeks before moving date

- Book your rental vehicle with Hireace by calling 0800 001122 or online at www.hireace.co.nz
- Notify your landlord about your moving date
- If relocating to a new town give notice to your employer, club and school
- Start considering what you would like to get rid of. Moving time is the best time to check for unwanted items that are only taking up space. Do a garage sale, donate or send to recycle

4 weeks before moving date

- Buy or collect packing boxes. Hireace has special prices for boxes. Enquire today
- If you need to leave some of your belongings in a storage facility now is the time to book
- Notify your facility providers, internet, TV, bank and NZ Post about your new address. An easy way to do this is to use www.moovme.co.nz
- If you are moving long distance get your vehicle serviced to avoid any surprises on the way. You can book a service with www.glenparkmotors.co.nz

3 weeks before moving date

- Notify your insurance company about your moving date and new address. Check with them if your belongings will be insured during the move



www.hireace.co.nz

0800 00 11 22

Auckland
Wellington
Christchurch

Moving House Checklist

- If moving long distance book accommodation for the night if necessary
- Hire a babysitter or ask a friend to look after your kids on the moving day
- Start reducing the quantity of food you buy
- Contact your electricity provider to book new house power connection
- Contact phone/internet company to book new house connection
- Book a cleaning company to clean the house you are leaving
- Start packing. Write on each box the content inside for easy unpacking

2 weeks before moving date

- Organize mail redirect with NZ Post
- Organize PO Box and safety deposit box to be transferred to nearby location
- Return library books
- Book final house inspection with agent or landlord
- Cancel or transfer your gym membership
- Invite friends for a farewell party
- Ask friends to help with move

1 week before moving date

- Start using frozen food and defrost freezer
- Collect the new house keys and garage remotes. Check with landlord about alarm code and special instructions



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Moving House Checklist

- Start disassembling furniture items and beds
- Organize dishwasher to be disconnected
- Organize for special documents to be kept in a specific place including phones, car and house keys
- Do the final laundry and disconnect washing machine

On moving day

- Pick up your vehicle from Hireace depot
- Start loading vehicle with your belongings
- Finish any cleaning needed and remove all rubbish
- Do a final check to see that everything that belongs to you is packed in your Hireace vehicle
- When using a cleaning company make sure a key is left for them if you are not there
- Do a final meter reading for your electricity/gas. Take a photo for future reference
- Make sure all the lights are switched off and windows and doors are locked before you leave
- When moving long distance make sure you take breaks, rest, eat and drink

At your new place

- Before you start unloading, inspect your new house. Take photos and if there is anything out of order, broken or damaged contact your landlord or agency
- Make sure electricity, gas and hot water cylinder are turned on
- Start unloading your belongings



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