**Moving Timeline (will be a downloadable doc)**

**2 Months Before:**

* Sort through the contents of closets, drawers, and cupboards to weed out what you don’t want or need. Hold a yard sale, or donate unwanted items to charity.
* Inventory everything of value you plan to move and determine replacement values for insurance purposes.
* Obtain estimates from several moving companies and choose one.
* If moving pets ensure they are eligible to enter Australia and obtain health certificates from your vet and ensure your pet has securely attached id to its collar with your contact details.

**6 Weeks Before:**

* Put all important paper work in a travel file, including birth and marriage certificates, mortgage and bank statements, your driver's licence and any insurance policy documents you have.
* It's useful to have certified copies of your identification documents as well as electronic copies, as you may need to email these if you need to secure a rental agreement.
* Finalize real estate or rental needs.
* If moving out of town, make travel arrangements.
* Notify your children’s schools of the move and contact new schools for enrolment information.
* Bring copies of your children's school reports and your resume, including work references and qualifications. Scan and save these documents to a USB memory stick to reduce the amount of paperwork you're travelling with.Bring your superannuation or pension documents and ensure you have the up to date statements showing balances. Check to see if these can be transferred to Australia.
* Gather up any doctor or dentist records as well as a copy of any optical prescriptions for all family members. If you have children, make sure you get a copy of their immunisation records. If you require medication, make sure you have enough to last until you find a new doctor in Australia or Victoria.
* Contact your accountant to obtain any taxation advice you might need and advise them of your intending relocation and new address.Advise your solicitor of your intended move and provide them with your new contact details. This might also be a good time to ensure your will is up to date.
* Cancel your insurances where relevant, including house, contents and car. Also review your life insurance - check if it's valid overseas or if other cover is required.If you're intending to rent in Australia, it's a good idea to obtain a reference letter. If you've rented previously, get a letter from the property manager or owner of the property. If you own a rental property, obtain a reference letter from your property manager. Alternatively, obtain a personal reference letter.

**1 Month Before:**

* If necessary, arrange for storage in your new community.
* Alert utility companies to disconnect services the day after you move and to have new service activated several days before you arrive at your new house. Contact the chamber of commerce in your new town for information on utility services.
* If you’re packing your house yourself, order supplies and start packing boxes.

**1 Week Before:**

* If you’re packing your house yourself, finish packing boxes.
* Confirm travel arrangements, if needed.
* Arrange payment or deposit for movers.
* Write directions to your new home for the moving company, confirm delivery date, and give the company your itinerary and cell phone number.
* Complete change-of-address forms at the post office, and send notices to magazine subscriptions, creditors, friends and relatives, alumni organizations, credit cards, banks, and any other necessary companies and organizations.
* Cancel newspaper subscriptions.
* Notify your employers -- new and old -- of your new contact information.
* Clean rugs and have them packed for moving.
* Pack suitcases you plan to move yourself with clothes, toiletries, jewellery, and important financial records and documents.

**Moving Day:**

* Pack your first-night box.
* Accompany the mover as he or she inventories your possessions and makes condition reports.
* Sign the bill of lading (ensure that the address and phone number are correct) and inventory, and keep your copies in a safe place.
* Lock windows, turn off lights, close doors, and take a final tour after the movers have finished to make certain nothing is left behind.