

Relocation Checklist

By Nicole Nichols-West

- Prior to relocation
 - Find a moving company
 - Sell or store your car.
 - Arrange for your mail to be redirected Think of renting a mail box.
 - Compile personal records and paperwork into a secure travel file.
 - Arrange for current prescriptions and a sufficient supply of any medicines.
 - Pay all bills, cancel subscriptions and ensure any direct debits will be stopped once you move.
 - Organise private health and home insurance for when you arrive at your relocation destination.
 - Confirm temporary accommodation booking for when you arrive.
 - Set up a bank account at relocation destination.
 - Obtain foreign currency (when applicable).
 - Pack all essential items.
 - Back up computer files.
 - Organise transport to the airport.
 - Leave forwarding contact details for the new occupants of your home.
- Arriving at destination
 - Check into your temporary accommodation.
 - Let your friends and family at home know that you have arrived safely.
 - Set up a pre-paid mobile phone account.
 - Find your nearest internet service point.
 - Apply for a tax file number and open a bank account if still required.
 - Arrange for health insurance.
 - Contact potential employers and recruitment agencies to set up job interviews.
 - Collect your pets from quarantine if necessary.
- Moving into new home
 - Set up utilities including phone, power, internet etc.
 - Contact your children's new schools or child care provider and arrange for a progress report.

- Introduce yourself to your new neighbours.
- Look into social and recreational activities in your local area.
- Purchase a car if required and organize registration and insurance.
- Register with your local library.
- Documents to keep when travelling
 - Passports.
 - Birth certificates.
 - Marriage (and divorce) certificates.
 - Qualifications, Curriculum Vitae/Resume, job and employment references.
 - Children's school reports and ;immunization ;certificates.
 - Verification of your credit records.
 - Proof of no claim bonus for insurance purposes.
 - Copies of your life and other insurances.
 - A copy of your Last Will and Testament.
 - Records of trusts and companies you have operated.
 - Account and loan details.
 - Details of your investments.
 - Backup files for your computer.