

# 4 weeks before moving

- Before you start packing your goods, decide if any items should be discarded or donated to a charity shop. If you are packing goods yourself, start obtaining necessary materials.
- Go through your address book and send out change of address cards to relatives and friends.
- File a change of address form with the Post Office for each person receiving mail at your home.
- De-register doctor, dentist and optician if you are moving away and research alternatives closer to your new address.
- Complete a home inventory listing each possession, date purchased and value.
- Notify your local utilities to have your service turned off after your departure.
- Contact utilities at your new home for connections.
- Notify your children's schools, your church, clubs and any other organisations of your impending move.
- Notify your local tax office quoting your reference number.