Moving checklist for houses, dorms and condos

2–4 weeks before the move

- [ ] Pick your moving day and check the hours your current and new building allow moving
- [ ] Give your landlord or condo office notice, as your contract requires
- [ ] Sell, donate or throw away what you no longer use before packing: fewer things, smaller truck
- [ ] Photograph the room and large items and send them to the mover to choose the truck and quote
- [ ] Book the truck and loaders early; the start and end of the month and semester changes fill up fast
- [ ] Get boxes, packing tape, a marker pen, bubble wrap and bin bags

1 week before

- [ ] Pack things you don’t use every day first: books, out-of-season clothes, decorations
- [ ] Write the destination room and contents on the side of each box so you can read it when boxes are stacked
- [ ] Wrap fragile items separately, mark them "FRAGILE" and ask for them to go on top
- [ ] Book the goods lift and a loading spot with the building office at both ends
- [ ] Move or cancel your internet and book installation at the new place
- [ ] Update your delivery address in shopping apps, and tell your bank, insurer and employer

1–2 days before

- [ ] Unplug and defrost the fridge, and dry it, at least one day before the move
- [ ] Take down curtains and shelves; bag the screws and tape the bag to the part it belongs to
- [ ] Pack a bag of essentials: documents, medicine, chargers, clothes for 1–2 days, toiletries
- [ ] Keep valuables and important documents with you, not on the truck
- [ ] Confirm the time, meeting point and phone number with the driver

Moving day

- [ ] Be there while things are loaded, and count the boxes and large items
- [ ] Photograph the empty room – walls, floor and fittings – for your deposit
- [ ] Note the water and electricity meter readings, and hand back keys or key cards
- [ ] At the new place, tell the loaders where each item goes, and check everything arrived before the truck leaves

After moving in

- [ ] Check everything arrived undamaged; tell the moving company straight away if not
- [ ] Note the meter readings at the new place and photograph the room on day one
- [ ] If you change your house registration, report the move at the district office within 15 days
- [ ] Follow up on the deposit from your old room as agreed

Extra for dorms and condos

- [ ] Read your contract for the notice period and deposit refund terms
- [ ] Ask the building office whether you need a permit to take belongings out
- [ ] Measure the lift and doors against large items such as the fridge, mattress and sofa
- [ ] Box trucks are too tall for most underground car parks; ask where moving trucks should park

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