

# ESSENTIAL MOVING TIPS TO MAKE YOUR MOVE LESS STRESSFUL!

## PACKING

- If you intend to do your own packing, start as soon as possible.
- All items smaller than a carton, must be packed into a carton. Heavier items such as books and bottles of wine or particularly fragile items should be packed into book cartons and everything else into standard removal cartons.
- All lids must be flat and taped up.
- Mark all cartons clearly with the destination room on the top and sides, so that the removalist can correctly place the cartons at delivery.
- Use 'Safe Spot / Priority Cartons' for essential items that you may need straight away at delivery. These cartons are a different size and colour to Ashtons Removals' other cartons, so are easily identifiable.
- Do not use plastic tubs or bags to pack your goods into as they are not designed to sustain heavy weight during transportation so often break.
- See our 'Packing Hints' document for more detailed information.

## DRAWERS

- To ensure the integrity of the drawers during transportation, all items should be removed and packed into cartons.
- We may remove the drawers out of cabinets and chest of drawers in order to move the items safely.
- In general, filing cabinets can be moved with files in them, however if there are any heavy items in the cabinets such as books these should be packed into cartons. If filing cabinets are being moved up or down stairs, then the contents of the filing cabinets should be packed into cartons.

## FREEZERS & REFRIGERATORS

- If your goods are moving locally in one day, then freezers and refrigerators can be switched off just prior to loading. Freezers and refrigerators can be loaded towards the rear of the truck and therefore one of the first items unloaded.
- If your goods are moving over a couple of days, long distance or into store, then ensure that you disconnect and clean your freezers and refrigerators the day prior to the move to ensure that they are at room temperature prior to uplift.
- For freezers and refrigerators being stored or being moved interstate, we recommend that you clean and dry them thoroughly and hang moisture removing bags, or place rolls of toilet paper / handee towels inside, to ensure that any remaining moisture is removed.
- Ensure that all freezers and refrigerators are empty and any shelves are securely in place for transportation.

## WASHING MACHINES

- Check with the manufacturer whether there are any special requirements to move washing machines and ensure that the washing machine is prepared for transportation as directed.
- Ensure that your washing machine is disconnected from both the power and the water, and that all residual water is emptied prior to transport.
- If you have a front loading machine, check with the manufacturer whether stabilising rods are required to be installed for safe transportation. Removalists are not trained to insert and remove stabilising rods from front load machines. If you insert stabilising rods into your washing machine, it is vitally important to remove them at delivery before the washing machine is used.

## PLANTS

- Check for any restrictions regarding the transport of plants, because of fire ants in Brisbane, and quarantine restrictions in SA, WA and Tasmania. Visit the relevant State or Territory's Biosecurity website for more information.
- Plants should not be placed into storage as they will not receive the care and attention required to keep them alive. We recommend that you organise with a friend or nursery to look after your plants while your goods are in storage.

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## STORAGE

- Do not pack any essential items such as passports, licences, medical records, bills etc. that you may need while your goods are in store. It can be a timely and expensive exercise to find any documentation you may require once the goods have been packed and are in storage.
- No perishable items should be packed and placed into storage.
- Battery powered items should have all batteries removed prior to packing. Batteries should not be stored.
- Ensure you have no items classified as 'Dangerous Goods' as these are not to be transported or stored, e.g. chemicals, petrol (in lawn mowers, whipper snippers etc.), BBQ gas cylinders etc. Please see list below.

## WHAT WE WILL AND WON'T DO

As a member of the Australian Furniture Removers Association (AFRA) there are certain rules and standards that we must abide by. Below is a list of things that our removal teams will and won't do as AFRA members. Should you have a specific removal requirement that is not listed below, please contact our office on 07 5527 9700 to discuss further.

<i>What We Will Do</i>	<i>What We Won't Do</i>
An Inventory and Condition Report on jobs into store, interstate or overseas	Anything that will put the health and safety of our employees at risk
An Inventory and Condition Report on items with Full Cover Insurance	Tick off each individual item on inventories on delivery of goods however the customer is welcome to do so
Place plastics on all of your fabric items	Attach items to walls such as hooks or brackets
Wrap all furniture in quilted pads for transport	Move items over balcony railings
Disconnect and reconnect washing machines to power and water	Install and uninstall stabilising rods into washing machines
Disconnect and reconnect refrigerators to power	Disconnect or reconnect plumbed in barbeques
Disconnect plumbed in refrigerators	Reconnect plumbed in refrigerators
Reassemble any items we have disassembled unless specified in 'What We Won't Do'	Reassemble cots, bunk beds, trampolines, play equipment etc.
Provide free of charge use of Port-a-robos and TV cartons (Terms & Conditions apply)	Dismantle or reassemble gym equipment

## DANGEROUS GOODS

The following commodities cannot be accepted for transport by air, sea or road under any circumstances. This applies to goods packed by Ashtons Removals as well as goods packed by the owner.

### Class 1: Explosives

- Ammunition
- Explosives Flares
- Fireworks
- Black Powder

### Class 2: Flammable Gases

- Oxygen
- Acetylene
- LPG
- Methane

### Class 3: Flammable Liquids

- Petrol
- Paints
- Turpentine
- Methylated Spirits

### Class 4: Flammable Solids

- Matches
- Magnesium
- Phosphorous
- Fire lighters

### Class 5: Oxidising Substances

- Calcium Hypochlorite
- Ammonium Nitrate
- Sodium Nitrate
- Hydrogen Peroxide

### Class 6: Corrosive Substances

- Oxides
- Caustic Soda
- Hydrochloric acid
- Sulphuric acid

### Class 7: Poisonous & Toxic Substances

- Pesticides
- Weed killers
- Photographic developers
- Arsenic

### Class 8: Miscellaneous

- Scuba tanks\*
- Gas cylinders\*
- Aerosol cans
- Explosive devices

\*These items can be transported if purged and with correct certification.