

# **Seller's checklist**

## **Things you should do *after settlement***

### **Give the keys to the real estate agent**

If the property was your principal place of residence, you have until 12 noon on the day after settlement to move out and give the keys to the real estate agent. Otherwise, you must hand the keys over as soon as settlement is complete.

### **Cancel services associated with the property**

- Home and contents insurance
- Electricity
- Gas
- Phone, internet and pay TV
- Cleaner, gardener, swimming pool maintenance, etc

### **Update your address records**

- Australian Electoral Commission
- Australian Taxation Office
- Department of Transport
- Department of Human Services (Centrelink, Medicare)
- School, TAFE, University
- Banks and other financial institutions
- Superannuation funds
- Lawyer, accountant
- Childcare facilities
- Doctor, dentist and other healthcare
- Gym
- Mobile phone
- Newspaper or magazine subscriptions