

BUYER MOVING CHECKLIST

If the Property is in a gated community or a condominium, the Buyer should contact the resident or property manager for registration instructions, allowable move-in times, and elevator reservations.

These are not all mandatory but are recommended:

Property Preparation

- Rekey all doors and gates to the property.
- File Home Exemption Form upon closing.
- Schedule a professional cleaning or pest control, if necessary.
- Test smoke detectors, carbon monoxide alarms, and fire extinguishers.
- Locate and label the main water shut-off valve and circuit breaker panel.

Community Notifications

- Notify the resident or property manager of your move-in date (at least 1 week prior).
- Obtain necessary car identification decals, passcodes, and security gate cards.
- Confirm trash and recycling services setup.

Change of Address: Notify the following services of your new address

- Fill out the Change of Address Form with the Post Office.
- Cable** (Spectrum) – ph: (888) 406-7063 | www.spectrum.com
- Electricity** (Hawaiian Electric) – (808) 548-7311 | www.heco.com
- Gas** (Hawaii Gas) – (808) 535-5933 | www.hawaiigas.com
- Newspaper** (Star-Advertiser) – (808) 538-6397 | www.staradvertiser.com
- Phone** (Hawaiian Telcom) – (808) 643-3456 | www.hawaiiantel.com
- Sewage** (Hawaii-American Water Co – Hawaii Kai only) –| www.amwater.com
- Vehicle Registration** (Motor Vehicle Bureau) – (808) 532-7700
- Water** (Board of Water Supply) – (808) 748-5030 | www.hbws.org
- Cell Phone Service Provider

Insurance and Financial Institutions

- Update auto insurance, life insurance, and other policies with your new address.
- Notify banks, credit card companies, money market accounts, retirement accounts, and stock accounts.

Family and Work

- Notify children's schools and babysitters.

- Inform co-workers and employers.

Medical Contacts

- Notify your dentist, optometrist, physician, and any other healthcare providers.

Personal Documentation

- Update voter registration, driver's license, state ID, and other forms of identification.

Friends and Subscriptions

- Inform friends and relatives of your new address.
- Update subscriptions and services (e.g., magazines, streaming services, lawn care, pool service, etc.).

Additional Tips

- Test all appliances and utilities after move-in.
- Familiarize yourself with emergency contacts for the area (fire, police, hospital).
- Introduce yourself to neighbors and learn about community events or resources.

This checklist is designed to help ensure a smooth transition into your new home. Let us know if you need additional assistance!



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