

# The Essential Holiday Season Checklist

*Top 15 things you need to do before heading on holiday!*



## INSIDE YOUR HOME

- Check all taps and laundry hoses for leaks.
- Ensure your burglar alarm system will work in a power outage, and check if it requires backup batteries.
- Store valuables in a safety deposit box.
- Shift any valuable portable items away from windows.
- Set your alarm.

## ON YOUR PROPERTY

- Clear all gutters.
- Mow lawns and tidy your front yard.
- Shut, lock and bolt all external doors and windows.
- Check locks on the garage door, side gates and storage sheds.
- Check that trees and overhanging branches surrounding your property are safe, taking any preventative measures necessary.
- Use an automatic timer for lamps or lights visible from the front of the house so it looks like someone is at home.
- Park your vehicle securely and ensure it is locked.



## OTHER

- Inform neighbours that you will be away, and request them to collect mail and put out the rubbish bins.
- Prepare a list of emergency contacts to take with you, including your insurance broker's contact details.
- Make sure all insurance payments and paperwork is up-to-date.

Be aware that policies vary, so please check specific policy conditions for acceptable unoccupancy periods. If you are unsure about what your policy covers, contact Whitbread Insurance Brokers on 1300 424 627 for further advice.