



Moving Checklist

Benefits

- Inform the DSS.
- Inform child benefit.
- Advise your pension scheme.

Burglar alarm

- Leave instructions for your new tenants or the new owner of your property.
- Ensure the current owner of your new home will do the same for you.

Cars

- Inform DVLA.
- Inform AA / RAC etc.
- Check car for your journey.

Children

- Arrange for childminder. Young children can find moving very stressful.

Clubs

- Advise any clubs you belong to, such as a football club or an online store.

Cupboards & draws

- Check cupboards and draws are empty, this will make moving day much easier.

Important documents

- Put all the documents you will need during and shortly after the move together.
- Move all your bank details either to a safe place or a folder.

Gas and electric

- Inform suppliers of your moving dates to avoid paying for what you are not using.

Unwanted items

- Sort out as early as possible what you feel may be surplus to requirements.
- Take items to charity shop or post adverts either online or in local shops or papers.

Financial

- Inform banks.
- Inform credit card company.
- Inform HP companies.
- Inform share companies.
- Inform premium bonds.

Forwarding address

- Leave a forwarding address for the new owners to pass mail on to you.
- Ensure that the vendors of your new home leave their forwarding address for you.
- Inform friends and family of your new address and telephone number.

Heating system

- Leave instructions for the homes heating system.
- Make sure you have instructions on the heating system for your new home.

Home deliveries

- Inform any necessary home delivery services of your move.

Insurance

- Inform existing insurance supplier.
- Arrange insurance for your new home.

Keys

- Leave all keys for new occupants.
- Ensure your vendor does the same for you.
- Contact a locksmith for a quote for new locks just to be on the safe side.



Moving Checklist

CONTINUED

Medical

- Inform doctor. Inform dentist. Arrange new doctor / dentist if moving far.
- Do not pack medications you may need. Pack a first aid kit for your car.

New purchases

- Set budgets for new items for your new home and possibly make orders.
- Plan delivery dates 3 or 4 days after move allowing time to install other items.

Pets

- Purchase pet carriers. Inform vet. Arrange petminder.

Perishables

- Eat or dispose of food in your freezer. Defrost and dry fridges and freezers.

Post & communications

- Instruct Royal Mail to redirect your mail. Arrange for telephone to be cut off.
- Arrange telephone connection at new home. Inform mobile phone supplier.

Professional advisors

- Advise your solicitor, accountant, financial advisor etc. by recorded delivery mail.

Removals

- Contact one of our advisors for quote or have your home viewed by our assessors.
- Set a date with us to make the move.
- Purchase packing materials from these recommended online companies:
www.packingboxes.co.uk www.wannapack.co.uk www.storageboxes.co.uk
- If you would like to pack yourself set out a schedule to do so.

Rentals

- Inform your local DVD rental store.

Schools

- Inform school(s) of the move. If moving far, arrange new schools.

Tax

- Inform tax authorities. Advise local council.

Television

- Advise licensing authority and your cable/satellite provider.

Tradesmen and handymen

- Advise cleaners / window cleaners.
- Leave list of tradesmen and any guarantees. Ensure vendors do same for you.

Utilities

- Gas & electric cut off and meters read. Arrange gas & electric at new home.
- Inform water supplier. Inform telephone supplier.
- Ensure all utilities are connected at your new home in time for your arrival.

Flat pack and dismantling

- Leave sufficient time for these jobs to be completed.