

House Move Checklist

TO DO:

As soon as you start thinking about moving **START DECLUTTERING!**
It is pointless to move things you never use to your new home. If you use a removals firm the fewer items you take with you, the less it will cost you. Moving isn't cheap.
Don't wait until you have exchanged. It will make it easier to present your home for sale & there will be less to do once you have the moving date.

8+ Weeks Prior to Moving

Give notice to landlord in writing if currently renting
Give notice to school of leaving date & advise new school
Remember to declutter and pack contents of the loft
Book Removals firm or Man & Van and get 3 or more quotes
Start running the freezer down
Order any furniture or carpets for the new property

4+ Weeks Prior to Moving

Have packing boxes delivered by removals firm or organise yourself
Remember to label all boxes top & side with the contents and rooms they need to go into
Book Storage Units if applicable
Resolve parking/permit bay suspension via Local Authorities for removals van to park at both locations
Inform Utilities companies
Return borrowed items to friends & neighbours

2+ Weeks Prior to Moving

Service the car especially if moving long distance
If moving long distance arrange hotel accommodation if necessary
Book Children into childcare for moving day
Book Pets into kennels/cattery/friends
Return Library Books
Milk and papers – settle accounts and cancel supplies
Deregister from your Doctor, Dentist, Optician
Redirect Mail

1 Week Prior to Moving

Confirm arrival time with Removals Company & any parking arrangements
Arrange for disconnection of appliances you are taking with you
Dismantle flat pack furniture unless using removals company. Put screws & bolts in small bag & attach to relevant furniture with masking tape
Contact Locksmith to arrange for new locks at new property

3 Days Prior to Moving

Make up a survival kit that goes with you (not in removals van) containing:
Essential toiletries & medication, change of clothes, first aid kit, pen & paper, kettle, tea, coffee, sugar, milk, some food, pet food, mugs, basic cutlery, dish cloth, tea towel, washing up liquid, small towel, paper towels, soap, loo roll, light bulbs, candles, matches, torch, screwdriver, pliers, scissors, mobile phone charger, can opener, bottle opener, Bottle of Champagne!

Pack valuables & documents & put in a safe place to put in car, (not removals van)
Do last minute Laundry
Spare keys to be labelled and left in clear view for moving day
Defrost, clean & dry fridge & freezer
Delete answer phone message if leaving home phone

CHECKLIST OF PEOPLE TO INFORM:

Landlord
Gas
Electric
Water
Council Tax
Water company
TV License
TV rental
Broadband
Telecoms
Mobile Phone
TV subscriptions (Sky, Virgin etc)

House Contents Insurance
Buildings Insurance
Health Insurance
Dental Insurance
Pet insurance
Life Insurance
Pension Provider
DSS Benefits
Care provider

Bank
Building Society
Direct debits
Standing orders
Credit Cards
Premium Bonds
Savings/Shares
Loans

Charities
Magazine Subscriptions
Newspapers
Gym Clubs
Other Clubs or Organisations
Online Shopping
Food delivery Firms
Amazon, Ebay, Paypal
Nectar Card, Boots card
Other store cards

Doctor
Dentist
Optician
Health Professional
Vet
Solicitor
Counsellor
Therapist
Coach

1 Day Prior to Moving

All packing should be complete apart from essential toiletries and kitchen bits
 Prepare plants for travel (with you)
 Charge Mobile Phone
 Do a final check of all cupboards, loft & sheds

Moving Day

Strip beds and ensure fresh bedding is accessible for your first night
 Pack all remaining items
 Show removals team any items that are staying & ensure they know to take down anything wall mounted like mirrors or bookshelves
 Drop off children or get them occupied with an activity in a safe place
 Do a final clean of the house, (you may wish to employ a cleaner to do this)
 Do a final walk round and check of entire property
 Read meters
 Turn off Boiler unless new occupier moving in immediately
 Leave all keys

Leave a fact file of useful information for new occupier: Locations of: stopcock, meters, fuse box, thermostat. Include the instructions for the heating system & any appliances you are leaving behind.
 A nice touch is to leave the names of the next door or helpful neighbours, and a welcome present of flowers, plant or bottle of wine.
 Turn off Lights, lock windows and doors
 Return key to Estate Agent if applicable

At Your New Home

Check all services are working- gas, electricity, water
 Arrive before removals team and put the kettle on. Show team where all boxes & furniture are to go
 Check the removals van to ensure all your belongings are removed as its your responsibility
 Ensure locksmith arrives to change locks
 Unpack essentials but don't attempt to unpack everything today!
 Order a takeaway and relax!

Week 1 at New Home

Add new message to home answer phone
 Organise parking permit for new address if applicable
 Use local online hub such as 'Next Door' to ask for recommendations for local services, tradesmen, cleaners etc
 Register with doctor
 Register with dentist
 Update address on Will
 Send off Driving License

ADD OWN SPECIFIC PERSONAL NOTES:

Cleaner
 Window cleaner
 Milkman

 Car insurance
 Car Permits
 DVLA - Driving License
 DVLA - Vehicle Registration

WORK

Employer
 Work Insurance if self employed
 Professional Memberships
 Business Banking
 HMRC
 Tax
 NI Contributions
 VAT
 Clients
 Suppliers

Schools
 Universities

Friends & Relatives
 Neighbours
 Overseas relatives and friends