

Moving?

Your Smooth Move Checklist



STEP 1 - Once offer is secured...

- Notify landlord or estate agent
- Verify the notice period
- Ensure moving date aligns with notice period

STEP 2 - Securing a reliable removals company

- Declutter unnecessary belongings
- Provide an estimate of your belongings
- Consider donating non-essential items
- Stock up on packing supplies (boxes etc.)

STEP 3 - Consider pets and children

- Inform school about change of address
- Book kennels/cattery ahead of moving
- Plan the care of kids/pets for the big day
- Research tips for settling into a new home

STEP 4 - Update your details (and always double check requirements)

Financial

- Banks or building societies
- Credit card or loan companies
- Your employers
- All insurance companies
- Pension companies
- Council tax department

Motoring

- DVLA
- Vehicle registration
- Vehicle insurance
- Breakdown recovery company

Utilities and other services

- Electricity
- Water
- Gas
- Telephone
- Media, TV and internet providers
- TV licensing

Other

- Schools/colleges
- Health related (Doctor/Dentist/Optician etc.)
- Magazine subscriptions
- Vets
- Gym membership / sports clubs or classes

STEP 5 - Redirect your mail

- Set up mail redirection
- Safeguard sensitive information

STEP 6 - Prepare your vehicle and route

- Service vehicle beforehand
- Confirm your route and stops if needed

STEP 7 - Packing and preparation

- Start packing around 2 weeks beforehand
- Empty cabinets and prepare appliances
- Clearly label boxes for easy unpacking

STEP 8 - Labelling boxes

- Label each room's box with a specific colour
- Upon arrival, add coloured labels (corresponding to the right box) to rooms

STEP 9 - Inform family, friends and neighbours

- Share your new address with loved ones
- Notify neighbours to ensure easy access on moving day

STEP 10 - Confirm with solicitor/estate agent

- Double check to confirm move as planned
- Stay informed about any potential delays

STEP 11 - Keep valuables secure

- Safeguard important documents
- Keep essential documents for moving in your moving day vehicle

STEP 12 - The day before you move

- Ensure your mobile is fully charged
- Reconfirm details with your removal firm
- Have essential items labelled and ready

STEP 13 - Moving day!

- Strip bedsheets
- Keep a box of essentials in your car

STEP 14 - Create a list for new occupants

- List the essential item locations *e.g. Main water supply tap, fuse board, gas and electric meters*

STEP 15 - Record meter readings

Take meter readings for...

- Water
- Gas
- Electricity

STEP 16 - Final walkthrough

- Conduct a final walkthrough
- Ensure movers are well-informed
- Double check rooms are clear

STEP 17 - Bid farewell to your old house!

- Give your old home a thorough cleaning
- Don't forget keys to any outbuildings
- Leave all sets of keys for new owners

Enjoy your new home!