



YOUR COUNTDOWN GUIDE TO MOVING DAY

ONE MONTH TO GO

1. Book removal company/hire a van, ask friends and family to help
2. Arrange for the family pet to be transferred comfortably
3. Start to collect boxes/newspapers for wrapping any "breakables"
4. Go through each room in turn, sorting your possessions into "keep" and "dispose" bundles
5. Clear out any unwanted items. Why not donate them to charity or sell them
6. Take down any wall lamps,shelves, pictures etc *if not included in the sale*
7. Label all boxes so you know which rooms to put them in at your new address
8. Pack any valuable items separately and ensure that important documents are securely stored away
9. If necessary contact local council for Council Tax payment/resident's parking permit
10. Arrange building and contents insurance for your new home
11. Run down stocks of frozen food

ONE WEEK TO GO

1. Confirm details with the removal firm or van hire company
2. Agree time of arrival with the seller
3. Exchange contact details with the seller. This will help if you have any questions once you have moved and will allow you to forward any mail
4. Ask the seller to leave a list of "useful information" such as which day the refuse is collected, appliance instructions or alarm codes etc
5. Arrange the transfer or reconnection of gas, electricity and water
6. Arrange for a final telephone bill. Ensure that the phone line at your new home is connected and check the telephone number, check for internet cancellation and reconnection
7. Send out change of address cards and arrange re-direction of your post via Royal Mail
8. Cancel any deliveries e.g. newspapers and window cleaner
9. Confirm with the seller/purchaser where the handover of keys will take place

ON THE DAY

1. Pack one box with essentials i.e. kettle, toaster, tea, coffee, milk and take this box with you
2. Read your gas and electricity meters before you leave your old home and when you arrive at your new home
3. Check that the doors and windows of your old property are securely locked
4. When you arrive at your new property locate the water stopcock, electricity and gas boxes and fuse box
5. Avoid leaving belongings unattended. The first few hours in a new home are a prime time for theft, with doors left open for loading and unloading.