

Moving Home Checklist

Crane & Co

Two months to go...

- ☐ Buy your boxes, packing and storage supplies
- ☐ Start sorting out your belongings. Get rid/donate things you don't need
- ☐ Begin packing unessential items
- ☐ Do you need kennels or a cattery for the move? Book it in advance
- ☐ Think about putting items of excess furniture into storage until you've settled into your new home
- ☐ Notify your bank of your change of address
- ☐ Inform Inland Revenue
- ☐ Update your insurance providers, ensure you have home insurance sorted for the day you move in
- ☐ Confirm your moving arrangements with moving firms
- ☐ Start putting items you don't use every day into boxes and label them
- ☐ Arrange for someone to look after the children and pets if possible

One month to go...

- ☐ If you're moving a long way, get your car serviced and tyres checked well before the trip
- ☐ Register with local doctors and dentists if you are moving to a new area
- ☐ Inform your local council of your change of address and cancel council tax payments
- ☐ Inform your phone and internet providers of your change of address
- ☐ Update the DVLA

Two weeks to go...

- ☐ Let people know about your change of address – friends, online shops, mail order, milk, newspapers and magazine subscriptions
- ☐ Clean your house as you pack
- ☐ Organise your mail to be re-directed for at least three months



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One week to go...

- ☐ Notify TV Licensing of your new address
- ☐ Make sure your packing is coming to a close – double-check the loft and garage
- ☐ Ask your neighbours to make sure there is room outside your home for the removal van
- ☐ Empty and defrost/dry out your fridge/freezer
- ☐ Clear out your kitchen cupboards
- ☐ Work out the moving route
- ☐ Remind friends and family you'll need a hand next week!
- ☐ Pack valuables and important documents in a safe place to take in the car with you

The day before...

- ☐ Charge your mobile
- ☐ Put everything practical you'll need to one side in a clearly marked box: tape measure, extension lead, step ladder etc.
- ☐ Get a box of first night essentials together, our First Night Essentials Checklist lists everything you could possibly need!
- ☐ Collect your hire van, or confirm tomorrow's schedule with your removal firm
- ☐ Pack valuables and important documents in a safe place to take in the car with you

Things to do on moving day...

- ☐ Record all utility meter readings for water, electricity and gas. Take a photo of the meters and let your providers know you are moving
- ☐ Strip the beds and curtains and pack into clearly marked bags
- ☐ Check the bathrooms for toiletries

Loading the van...

- ☐ Instruct your movers on what is moving and what is not
- ☐ Check everywhere and do a final house clean
- ☐ Leave all the sets of keys as arranged for the new owners



First Night Essentials Checklist

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For You

- ☐ Bedding
- ☐ Toilet paper
- ☐ Toiletries for whole family: toothpaste, toothbrush, shampoo, conditioner
- ☐ Hand soap
- ☐ Towel for each family member
- ☐ Pyjamas for whole family
- ☐ Work clothes
- ☐ First aid kit

Children

- ☐ Bedding/travel cot
- ☐ Favourite toy if necessary
- ☐ Change of clothes
- ☐ Entertainment: crayons/colouring book, books, few toys, laptop/DVD player
- ☐ Night light

Pets

- ☐ Pet food
- ☐ Lead/collar
- ☐ Toys
- ☐ Food and water bowls
- ☐ Litter box/waste bags
- ☐ Crate
- ☐ Any medication

Practical

- ☐ Basic cleaning supplies/rubber gloves
- ☐ Bin liners
- ☐ Screwdriver and Philips head/hammer /pliers/scissors
- ☐ Torch/lightbulbs
- ☐ Phone charger
- ☐ Extension cable
- ☐ Shower curtain
- ☐ Pen and paper
- ☐ Paper towels/wet wipes

Eat

- ☐ Paper plates/cups
- ☐ Basic cutlery
- ☐ Dinner (or takeaway menu!)
- ☐ Breakfast items
- ☐ Snacks
- ☐ Water
- ☐ Kettle, tea/coffee, filters, mugs, milk, squash
- ☐ Corkscrew/bottle opener/something bubbly

Documents

Know where you've put all your important documents, such as:

- ☐ Tax paperwork
- ☐ Birth certificates
- ☐ Marriage certificate
- ☐ Passport
- ☐ Driving licence

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Who to tell you are moving

- ☐ Telephone and internet service providers
- ☐ TV licensing – your TV licence doesn't automatically move with you when you move house and if you don't you could end up being unlicensed in your new home, even if you paid for a licence at your old address. Fines run up to £1,000, so ensure you're covered
- ☐ Bank, building society, pension provider and any company you have loans or investments with
- ☐ Credit card and store card companies
- ☐ HMRC, Inland Revenue
- ☐ Local council – for council tax and to re-register to vote
- ☐ Employers
- ☐ The schools your children attend
- ☐ It is a legal requirement to notify DVLA and renew your driving licence and vehicle registration document
- ☐ Friends, family and colleagues
- ☐ Doctors and Dentists
- ☐ Health Insurance
- ☐ Your Christmas card list



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Initial preparations

- ☐ Avoid moving on Fridays and bank holidays as this is when removal companies will be in high demand and may charge more. For a less stressful move, opt for off-peak times such as mid-week.
- ☐ Get an idea of what you can expect to spend with our guide to the cost of removals.
- ☐ The removal firm should provide boxes at a cost. Don't over pack your boxes so you can still lift them. And label them with what is inside and where you want them to go in your new home to make things a lot easier when it comes to unpacking
- ☐ Make sure your possessions are insured for transit. Most removals companies provide insurance, but check what this covers and whether there are any exclusions (e.g. anything you pack, rather than the company). If you're planning to move any precious items yourself, check these are covered when in transit by your contents insurance
- ☐ Arrange for someone to look after your children or pets for the day
- ☐ Consider hiring professional cleaners to clean your new home before moving in
- ☐ Keep a box of essentials for when you move in with kettle, cups, milk etc so you can at least have a cup of tea when you get there. See our First Night Essentials check list.



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Leaving your old home

- ☐ Write out a fact file for the people who are moving into your property. Include instruction leaflets and service information for the heating system and appliances you're leaving, together with details of rubbish collection, milk deliveries, recycling schemes etc.
- ☐ Collect all the keys to your home, including those left with neighbours, nannies and relatives, and drop them into our offices.
- ☐ Organise the post office to redirect your post. You can redirect your mail to any UK or overseas address for up to 3, 6 or 12 months from just £29.99 for each different last name
- ☐ Cancel milk and newspapers if you have them delivered
- ☐ If you are moving to a different area, make sure you notify your GP and register with a new one.
- ☐ Register to vote again. This is important so you don't lose your right but also for your credit rating

Making the move

- ☐ Make sure the foreman of the removals company has the right keys for the new home. Travel with them or make sure someone will be there with the keys to let them in
- ☐ Ensure that all items that were included in the sale such as carpets, curtains and any white goods are there. If there is anything missing, contact your solicitor
- ☐ If you notice any serious faults in the building that were missed in the original survey, alert your surveyor immediately
- ☐ Check that the phone, security alarm, smoke alarm, electricity, gas, central heating and water all work
- ☐ Read the gas, water and electricity meters – take a photo in case you need to change suppliers
- ☐ Think about getting the locks changed on your new property – you never know who the previous owners may have given spare keys to
- ☐ Read our guide on seven things to remember when moving into your new home



Bedroom 1



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Bedroom 2



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Name

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Lounge



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Dining Room



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Kitchen



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Home Office



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Utility Room



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First Night Essentials



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Bathroom



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En-Suite



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Garage



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Loft



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