

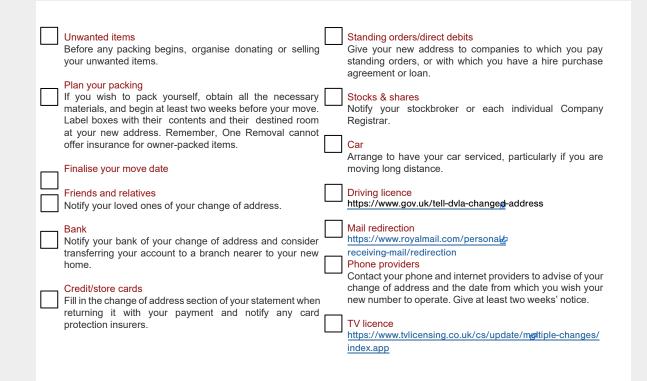
Moving Checklist



countdown to your move



checklist: 2 to 4 weeks before



checklist: 2 to 4 weeks before

Doctor, dentist, optician

De-register and research alternatives nearer to your new address. Liaise with your hospital if undergoing regular treatment.

HMRC

https://www.gov.uk/tell-hmrc-changeraddress

Pension

Advise your local Post Office or private scheme of your change of address.



Insurances

Notify your broker or individual insurance companies.

Council tax and electoral registration

Notify relevant authorities in both your current area and the area you are moving to regarding council tax and electoral registration.

Subscriptions

Notify any organisations, clubs or charities to which you subscribe of your new address.

Hotels

If you need a hotel or temporary accommodation during the removal, arrange well in advance, especially if your move occurs during the summer.

Lofts and attics

Check the contents and dispose of any unwanted items.

Schools

Notify schools of your leaving date and advise the new schools as soon as possible.

Pets

Make arrangements to book pets into kennels or catteries or for friends to look after them during the move. Arrange for the transfer of your pets' records to the new vet.

Parking permits

Check to see if you need a parking permit for the removal vehicle at your existing or new address.

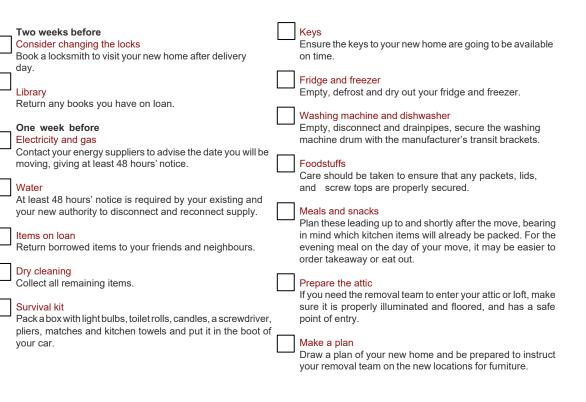
Additional services

Book any additional services that you may need to disconnect from your existing home.

Home contents and buildings insurance

Arrange home contents and buildings insurance for your new home.

checklist: 1 to 2 weeks before



checklist: during and after the move

Moving day

Refreshments

Moving belongings is physically demanding work; you may want to have refreshments available for everyone involved with the move.

Bedding

Remove all bedding, and ensure that when packed, it is clearly labelled for immediate unpacking for the first night at your new home.

Children

If your children are staying with you, organise a room with their toys and a few treats. You may want to give older children specific tasks, such as packing their own box.

What's not to go

Show the Team Leader around the house and identify anything that is NOT to be moved.

Walk around the house

Once the van is loaded, walk around the house with the team leader to ensure all items to be moved have been placed in the vehicle.

Meeting at the property

Agree an approximate time to meet at the new property.

Meter readings and key transfer

Before leaving, make a note of all relevant meter readings, and arrange for key transfer as agreed. On arrival at your new home, make a note of meter readings.

Layout of new home

Show the Team Leader the layout of your new home. It may be helpful to label the entrance door to each room. Be on hand to direct the team to place your furniture in the correct positions.

Sign completion form

Once you are satisfied that everything has been delivered and positioned in the appropriate place, sign the completion form, adding any comments you wish to make.

After the move

Relax!



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