

MOVING DAY CHECKLIST

The big day is here! Use these checklists to help ensure you get everything done and don't forget if you can, ensure pets and children stay somewhere else today as this can be a traumatic experience for them.

Moving out of Your Property

The Day Before

- If packing yourself make sure you have enough boxes, packing, and tape for the day.
- Defrost your freezer and empty the fridge and freezer of all contents.
- Make sure you have picked up any dry cleaning and dropped off any videos or books or other borrowed items.
- Make sure your solicitor/conveyancer has the right telephone contact details to let you know when you have completed on the property.

On the Moving Day

- When your removals men come round, talk through the day over a cup of tea/coffee and let them have:
 1. A map of where the new property is.
 2. Let them know somewhere they can go for lunch.
 3. A plan of the new house so that they know what boxes / furniture goes where.
 4. What they need to leave behind for you to take.
- Most removals companies are paid at the end of the day, so make sure you agree this upfront.
- Collect, label and leave any keys out for the new owner.
- Only let the new owner have the keys once your legal company has confirmed that they can be released. Alternatively leave the keys with your estate agent and let them handle this.
- If you are not having the meters read, then contact the utility companies with these and leave a copy of the readings for the new owners.
- Either organise someone else to do the cleaning or organise how you are going to clean at the property you are leaving and the one you are moving into.
- Secure all doors and windows.
- Leave a forwarding address or even sticky labels, just in case you've forgotten to forward something.

Moving into your new Property

- Clean anything you need to before you unpack.
- Unpack all essentials first such as kitchen, bathroom and bed facilities.
- Check for damaged items before the removers go if possible.
- Ensure you know how to set the heating timer and know where the stop cock and gas taps are.
- Check the utility readings and confirm to the companies that this is what they have received.