

Check-list

To help you keep track of what you need to do, *tick the boxes* as you complete each task:

- Arrange a visit from an estimator to discuss all aspects of your move.
- Ask for and consider written quotations.
- Select your mover by returning signed acceptance.
- Confirm dates with Actual.
- Sign and return contract and pay the charges.
- Advise the moving company about parking restrictions at both addresses.
- Give your contact number to your mover in advance of your move.
- Dispose of anything you don't want.
- Run down freezer contents.
- Contact carpet fitters if needed.
- Notify your gas and electricity providers.
- Notify your water company.
- Cancel all rental agreements.
- Notify your school and arrange for records to be transferred.
- Notify your doctor, dentist, optician and vet.
- Notify your banks, credit card and finance companies.
- Notify your insurance companies - car, house, property.
- Notify your telephone company and ISP.
- Arrange to re-direct the mail.
- Notify TV licence and passport offices.

- Notify DVLA and update your driving licence and V5 logbook (Go to www.dvla.gov.uk for details).
- Notify all your creditors.
- Inform book club, wine club etc of your new addresses.
- Notify your newsagent to cancel newspaper/magazine deliveries.
- Inform your neighbours of the move day in advance in case of parking arrangements.
- Clear the loft.
- Plan where things will go in your new home.
- Cancel milk and other regular deliveries.
- Find and label keys for your purchaser.
- Arrange minders to look after pets and young children on moving day.
- Send change of address card to friends and relatives.

- Separate valuable items and important documents you want to carry yourself on moving day.
- Sort out any items which are not to be moved.
- Put garage/garden tools together.
- Take down any light fittings.
- Take down curtains and take up carpets you intend take (unless your mover has been asked to do this).
- Collect children's toys etc for the journey.
- Put together a basic catering pack for the family at the new home, including kettle!

