



Moving Checklist

Below is a guide and countdown of things you need to do before you move:

At least a month prior to the move:

- Social Security and Dept. for Work & Pensions** - Advise if you are moving overseas, discuss pension and other benefits.
- Passport** - Check that your passport is valid and up to date.
- Foreign Consulate** - Check whether you require a visa for the international journey, residence, work or import permits.
- HMRC** - Advise office dealing with your personal affairs, if moving abroad.
- Bank** - Arrange transfer of funds, alteration or cancellation of standing orders.
- Insurance** - Advise change in risk for your car, house and contents, with change of address for other insurances.
- Doctor** - Deregister if leaving the area. Deal with health requirements if moving abroad.
- DVLA** - Advise change of address. Apply for refund if appropriate. Retain your British driving licence.
- AA/RAC or other** - Check if you need an international driving licence.
- Organisations, clubs, magazines** - Advise of change of address and/or cancel subscriptions.
- Travel** - Organise travel plans, book flights and accommodation.
- Post Office** - Advise change of address for National Savings, Premium Bonds.
- TV Licence** - Give notice to discontinue.
- Credit Cards** - Advise change of address.
- Utilities** - Electricity, Gas, Water and rating authorities - advise date of departure or sale of property. Arrange meter reading/disconnection of appliances.
- Landline/Mobile Telephones/Broadband** - Give notice to cease contracts or change providers.
- Hire Purchase/Leases** - Fulfil outstanding agreements or change of address.
- Library** - Return books on loan.
- BUPA/PPA etc.** - Advise change of address and/or consider appropriate cover for new address.
- Surplus furniture** - Dispose of any items not being moved to new home or going into store. Your mover may well have links with charities or recycling organisations that would be glad of these items.
- Streaming Services: Netflix, Amazon etc.** - Check options for services in destination country.

4 Weeks prior to pack up:

- Confirm removal booking and date.
- Prepare a valued declaration for insurance.
- Make arrangements to comply with health regulations, inoculations etc.
- Sort invoices for any new items being shipped and receipts for services to support your claim that car and/or effects have been owned and used for the appropriate time.

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1 Week prior to pack up:

- Cancel newspapers and arrange the settlement of accounts with local traders.
- Arrange for someone to look after the children during the move.
- Check travel arrangements.
- Check transport arrangement for pets.
- Wash and clean all gardening tools that are being shipped abroad.
- Deal with local services.
- Organise cash for journey.

The day before pack up:

- Pack personal items to take with you including jewellery, insurance policies, marriage & birth certificates & passports.
- Separate out items that will not be packed by the moving company.
- Empty your refrigerator and deep freeze and defrost the interior.
- Arrange for the keys of your new home to be available at the required time.
- Arrange cash and currency for your journey.
- Sort out keys to trunks and suitcases.

On the day of the move carry with you:

- Keys.
- Mobile phone.
- Important telephone numbers.
- Insurance policies.
- Visas/passports.
- Medicines.
- Clothing and food.
- Personal items for travel etc.

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