

Your first steps towards a trouble free move begins when you put together a ‘moving checklist’ of what needs to be done. Working through this list can help ensure that your move is as stress free as possible.

# 1. Before Moving Day

- Confirm removal dates with [HUGHES REMOVALS & STORAGE LTD](#)
- Sign, complete and return the agreement along with all supporting documentation
- Book insurance at the declared value
- Make arrangements to sell anything you don't want, cars, furniture, etc.
- Contact: Doctor, Dentist, Optician
- Copy all personal papers: educational certificates; birth/marriage certificates; insurance policies; legal documentation; etc.
- Transfer or set up new bank accounts.
- Notify credit card companies.
- Cancel any store cards.
- Advise the relevant authorities you are leaving: NHS; HM Customs and Revenue; DVLC
- Notify all policy companies: Insurance; Assurance; Investments; Etc.
- Notify all service providers:
  - Bank
  - Doctors
  - Dentist
  - Optician
  - Vet
  - Telephone
  - Water

- Gas
- TV License
- Passport Office
- Send change of address cards to friends and family
- Ask Post Office to re-route mail
- Clear the loft
- Put items you are not moving into storage, sell or dispose of

## 2. One Week before Moving Day

- Cancel milk/newspaper deliveries
- Start running down contents of fridge / freezer
- Arrange minders for children and pets on moving day
- Find and label keys
- Separate jewellery, trinkets and small items
- Sort out linen and clothes
- Clean all outdoor items

## 3. One Day before Moving Day

- Take down curtains and/or blinds
- Collect children's toys
- Defrost Freezer and Fridge

- Pack your travel luggage
- Identify and isolate items not to be part of your removal

## 4. On Moving Day

- Check meter readings and make a note of the readings to advise to the relevant suppliers
- Pack essential items into your hand luggage
- After removal team has emptied the house, check through to ensure everything has been removed
- Switch off power and water
- Hand keys over to Estate Agent

Send