

Home Mover Checklist

Here at the Post Office we know how stressful it can be when you move home. From remembering to cancel your newspaper delivery, through to changing your utility suppliers and telling your bank about your new address, there are a lot of things you need to remember.

We want you to have as smooth a move as possible, so we have created this downloadable guide. Starting eight weeks before your moving day, it contains a range of top tips and advice that we hope will make your move easy and hassle free.

We hope you find this useful, good luck with your move!



8 weeks to go

- Clear out items that you no longer use or need – clothes, books, electrical items, kitchen appliances, furniture. You can donate to a nearby charity, take to a recycling point or sell online via sites such as eBay or Gumtree
 - Think about furnishings for your new home and consider the essentials like beds and sofas – if you are buying new, remember that some shops can take several weeks to process and dispatch orders
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6 weeks to go

- Research the best deals on landline and utility providers using comparison sites – this could be a good opportunity to switch to a new, cheaper provider. With free evening calls after 6pm to UK landlines, free calls to UK mobiles and landlines at the weekend and free weekend calls to over 40 international destinations – the Post Office's HomePhone package has unique features and is one of the most competitive on the market
- Start packing – here are some top tips:
 - Pack your clothes early; if it's the winter pack your summer clothes first and vice-versa

- Name and number each box and keep an inventory list of each one and its contents. This will be necessary if a box goes missing and you need to make an insurance claim and it will help when you are unpacking

- Invest in some good quality packing materials like bubble wrap, polystyrene, foam chips and tissue paper. The cost of these will by far outweigh the cost if anything gets broken

- Make sure you don't overload each box with heavy items – a box filled with books might seem like a good idea, but is unlikely that you will be able to lift it!



4 weeks to go

- Book a removal company - there are busy weekends for moving so book ahead to make sure you get the date you want. Royal Mail's Redirections data shows that the most popular move dates are the first weekend in April and September and the last weekend in July and August
- Book some time off work if necessary
- If you are currently renting a property, make sure you give your landlord plenty of notice, even if your contract is due to run its course. One calendar month is often the minimum notice period
- Make sure you tell everyone you need to that you are moving, including the following:
 - Water provider
 - Gas supplier
 - Electricity supplier
 - Telephone provider
 - Broadband provider
 - Insurance providers
 - Local groups that you are a member of
 - TV licence
 - Banks and credit card companies
 - Mobile phone operator
 - Local council
 - Local GP and dentist
 - DVLA - for Drivers Licence and Vehicle Registration Certificate
- Talk to your local Post Office and set up a mail redirection service, so you can ensure you continue to receive your post. More information can be found here: <http://www.royalmail.com/redirection>
- Change your utility, telephone and or broadband provider, where applicable
- Reduce the size of your weekly shop and start to use food in the cupboards and freezer



2 weeks to go

- Arrange a temporary home for any pets on the day of the move
- Change your utility, telephone and/or broadband provider, where applicable. You might not always be able to take your landline number with you if you are moving between area codes. Some home phone providers need at least two weeks to process such requests so allow plenty of time
- Cancel local deliveries of newspapers and milk

1 week to go

- Organise a box of basic supplies that you will need on the day of the move, make sure you include some refreshments
 - Talk to the estate agent and arrange to collect the keys on the day of the move
 - Contact your removal company and confirm the date of the move and the time they need to arrive
 - If you are currently renting, check that the inventory is complete
 - If you are letting your old property out, make an inventory of everything you are leaving behind
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On the day of the move

- Disconnect everything and take gas and electricity meter readings to give to your utility providers
 - Adjust the heating to a minimum level. Most modern boilers now have a frost protection setting, which is best to use in the winter to prevent pipes freezing
 - Fully secure the property by making sure all windows and doors are closed and locked
 - Exchange keys with the estate agent
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Once you have moved

- Contact your local council to make sure you are registered to pay Council Tax
 - When purchasing online, make sure all orders are submitted with the correct delivery address. It is easy to leave websites that you regularly use set as default to an old address
 - Register with the local GP surgery and dentist
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Useful Links

www.postoffice.co.uk

www.royalmail.com/redirection

www.freecycle.org

www.ebay.co.uk

www.gumtree.com

www.uk-switch.co.uk