



DOMESTIC REMOVALS – Moving Guide Checklist

Your moving guide checklist: to help you plan your move:-

Three Weeks Before:

- Book move date with Britannia
- Make list of items to be moved which will need particular care
- Agree moving plan with Britannia
- Confirm childcare arrangements for moving day
- Plan the best way to look after pets on moving day
- Clear out unwanted belongings
- Start using up food from the freezer

Two Weeks Before:

Contact service providers to arrange final account, and reconnection at your new home

- Telecoms/cable provider – transfer/change the phone number to new home
- Electricity supplier
- Gas/Oil supplier
- Water Rates
- Local Council Taxes

Notify change of address:-

- Doctor – de-register if you are moving to a new area and research alternatives nearer to your new address. If undergoing hospital treatment, notify a new doctor as soon as possible.
- Dentist
- Optician
- Schools, advise of new school addresses so that education records can be passed on quickly
- Amend insurance cover on buildings, household contents, motor, life etc
- National Insurance
- Child Benefit
- Motor vehicle registration

- Driving Licence (DVLA)
- Credit card/store card of credit card protection companies
- Notify all hire purchase/lease/standing orders or loans companies
- TV Licence
- Pension company
- Redirection of mail through the Post Office (visit your local Post Office for details)
- Send out change of address cards to friends, relatives, clubs and organisations
- Organise the disconnection and reconnection of domestic appliances: washing machine, cooker, dishwasher
- Draw up a room plan for new home
- Get advice on suitability of moving aerials/satellite dishes to new home

Two Days Before:

- Defrost the fridge and freezer
- Cancel any regular deliveries (milk, newspapers)

The Day Before:

- Check drawers and trunks/chests for any fragile items
- Place any liquids, oils and paints to be moved in sealed containers
- Put on one side any inflammable liquids and drain fuel from petrol mower, paraffin fire etc
- Take down curtains and blinds
- Pack house plants in containers
- Put together a pile of 'do not remove' essentials: coats, handbags, snacks, cleaning materials
- Pack small valuables separately and leave with essentials pile e.g. jewellery, watches, money, bonds, coins, stamps etc

The Big Day:

- Confirm service meter readings and keep a spare copy of readings
- Switch off power and water supplies (if necessary)
- Lock all windows and doors
- Drop keys off with estate agent
- Exchange contact numbers and agree meeting time with removals team