




ELAA - UK
Estate & Letting Agents Association UK

MOVING CHECKLIST

- Confirm the date of your move
- If you're renting, make sure you have notified your landlord of your moving date
- Check your home insurance - make sure you cancel your existing policy and have cover from the day you move in to your new home.
- Obtain written quotes from several removal firms. Get references and check the limits of their insurance – you can obtain a list of some reputable removals companies in 'our partners' section of our website (www.elaa-uk.org/our-partners.html).
- If you're not using professional removers, ask friends and family to help, read our 'Moving Tips' leaflet for helpful advice.
- Visit the EAAUK website (www.eaa-uk.com) to download a copy of our 'Moving Tips'.
- Book extra storage space if required, there are contact details of storage facilities in the 'our partners' section of the EAAUK website.
- Notify the relevant utility companies of your departure – take reading in case you require them for future reference.
- Start getting rid of possessions you no longer need. Decide which items can be taken to a charity shop, given away, sold, disposed of or recycled.

- 
- If you need new furniture or carpets - order them now and arrange delivery for when you move in.
 - Start packing non-essential items such as books and non-seasonal clothes into boxes.
 - De-register from your doctor, dentist and optician if you're moving out of the area.
 - Find a new doctor, dentist, optician and other medical specialist you may require near to your new home
 - Visit the post office and arrange for your post to be forwarded to your new address (you may be charged a fee for this service).
 - Notify any delivery persons such as the milk person and newspaper shop that you'll be moving and give them a date you want the service to stop.
 - If you have children or pets, maybe arrange for someone to look after them during the move.
 - Make a list of everyone who should know about the move.
 - Send out change of address cards.
 - Finalise arrangements with your removal company. Confirm arrival times and make sure your removers have directions to your new address.
 - Notify the bank of any changes to direct debits and standing order
 - Arrange a time to collect the keys for your new home from the estate agent.

For further helpful advice and information on how ELAA, its member agents and other partners can assist you please visit www.elaa-uk.org