

Moving in check list

4–6 weeks before moving	Notes	Complete
Confirm the date you'll be moving in. We will normally provide you this date when we agree your tenancy with us.		
If you are currently living in rented accommodation, give your current landlord notice.		
Make sure you have the time off from work		
Organise your removal. Will you use a removal company, or enlist the help of family and friends?		
If you've not done so already, sort out your home insurance and make sure you have the right protection in place for you and your family.		
Either buy packing boxes or start collecting them, along with any bubble wrap you might need. Pack non-essential items, labelling each box so you know where it needs to go		
Inform friends and family of your change of address, and make any contact service providers (e.g. Mobile Phone) aware.		
Clear out anything you don't need		
Start thinking about the furniture you need – some new furniture may take up to 6 weeks to deliver		
Arrange parking permits for your new property (if necessary)		
Make arrangements for any pets during the move		

2 weeks to go	Notes	Complete
Arrange to pay Council Tax with your new local authority by giving them your moving in date and if applicable cancel it on your existing property		
If you want your post redirected, Royal Mail do this for a small charge		
Start packing things you won't need before your move		
Start running down your freezer contents		
Arrange to take over the phone in your new home. Contact the line operator to see if you can keep the line switched on and avoid any reconnection charges		

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1 week to go	Notes	Complete
Pack everything apart from things you will need between now and the move		
Parking – check with the neighbours at both properties so there'll be room for you to park and unload your boxes on the day		
Defrost fridges and freezers		
Confirm your moving in date with your current – and your new – gas, electricity, water and telephone/internet/satellite companies. Make sure you have all agreements in writing		
Put all important and valuable items in a safe, easily accessible place		
Ask the previous owners to show you where the gas, electricity and water meters are – and where you can find the fuse box and stop cocks. Get them to label all the window and door keys and leave them in one place so you can find them easily		

Day before move	Notes	Complete
Pack a moving day Box of Essentials		
Make sure you have settled milk and paper bills		

On moving day	Notes	Complete
Clean your existing property – but don't forget, you'll need to clean your new home too		
Arrange to have your keys handed to your landlord (if in rented property)		
Ensure you have all keys for locks, doors and windows to your new home		
Take meter readings at both your old and new property		
Find out which day the dustbins are emptied at your new property – ask your local council or neighbours		