

MOVING DAY CHECKLIST

TOP TIPS:

- Make sure you've spoken with the agent beforehand to confirm where the keys are and when they can be collected.
- It is generally considered good practice to change the locks in your new home, you won't know whether you have all of the keys.
- When taking meter readings take photos too.

NOTES:

TO DO PRIOR TO MOVING DAY:

- If using a removal company, make sure the timings have been confirmed.
- If you are leaving a rented or owned property, make sure you take meter readings on leaving (take photos for proof).
- Talk with the solicitor to manage your expectations around timings.
- Make sure your insurances are in force (started).
- Put on a post redirection with the Post Office if applicable, this gives you time to change your address officially.
- Make sure you've packed the essentials in a clearly labelled box so you can find them first.
- If curtains/Blinds aren't included in the sale, make sure you have something to cover the bedroom windows.

TO DO ON MOVING DAY :

- Collect the keys (normally from the estate agent).
- Check you have keys for any other doors/ windows.
- Confirm the alarm code - it might not be set when you move in but you will need the code at some point.
- If smoke alarms etc. are “smart” do you have the applicable information to be able to change them to yourselves, likewise with smart doorbells.
- Take meter readings (with photos too).
- Find the fuse box and water valve and make a note of where they are.
- Set up the internet.
- Notify the council so you are correctly charged for your council tax.
- Consider putting the packing boxes straight into the applicable rooms.
- In the very unlikely event that there are serious issues with the property, take records and contact your solicitor immediately to understand if anything can be done.
- File all solicitor, mortgage, and insurance paperwork carefully or, use an app such as a scan bot to scan and upload your paperwork to a cloud drive.

NOTES:
