



MICHAEL TUCK

The Agent with 5 star customer service

Preparation and planning are the key to any move, so use our handy guide to work through the list of things to do before the big day.

Six weeks before you move

Have a clear out of anything that you don't really need so you don't waste money paying to move stuff that you never use. It will also give the removal company a better idea of how many boxes you have.

Notify your landlord in writing if you are renting.

Decide on whether you are going to move yourself or use a removal company. We recommend this neat online tool for comparing [removal companies](#).

Check your home insurance policy to make sure that you are covered from the day that you move in.

Four weeks before you move

If you are packing yourself, make sure that you have plenty of boxes and packaging material. We recommend [Helpineedstorage.co.uk](#) who will deliver them to your door.

Make sure you can book the time off work.

Notify the relevant utility companies of your departure.

Two weeks before you move

Notify your Local Authority.

Start dismantling flat pack furniture and pack items that you are unlikely to need before the move.

Arrange for the Post Office for your mail to be re-directed.

Arrange for somebody to look after children and pets if possible.

Notify your newspaper and milkman that you will be moving and arrange a date for the service to stop.

Start running down freezer foods.

One week before you move

Confirm arrival time and final arrangements with your removal company including directions or postcode to your property and any access issues.

Put important or valuable documents in a safe place (passport, driving license, birth certificate)

3 days before your move

Do last minute laundry.

Any spare keys should be clearly labelled and left where they will be seen on moving day.

Make up a box of refreshments and essential items for your first few days – such as toilet roll, light bulbs, tea making equipment, scissors, toiletries, pen and paper, torch, first aid kit, a few pieces of basic cutlery and crockery.

Defrost and dry out your fridge/freezer

1 days before your move

All packing should be done apart from essential items in the kitchen and bathroom. Don't forget to leave out the kettle and bedding to sleep on for the first night.

Make sure boxes with fragile items are clearly labelled, and mark which room each box is for.

Charge your mobile phone, as you will need it tomorrow.

Do a final check of cupboards, the loft, sheds so that nothing is left behind.

On the Moving Day

Welcome your removal team and show them all the items that are going and anything that is staying.

Do a final clean of the house.

Make a note of all the meter readings. **Gas**.....**Electric**.....**Water**.....

Do a final walk around of the property including garage and garden.

Locate all windows and doors and leave any information which may be useful to the new occupier i.e. where is the stopcock electric/gas meter, fuse box.

Once you have been informed that your sale has completed you will need to drop the keys off to your Estate Agent.

At your new home

Once you have been informed that your purchase has completed you will need to collect the keys from your local Michael Tuck [Estate Agents](#) office.

Take meter readings and make sure all the services – electric, water and gas are working.

Gas.....**Electric**.....**Water**.....

Put the kettle on for your removal team when they arrive. Aim to be there when they arrive so you can show them where you would like items and boxes to go.

Don't try and unpack everything today!

Who to tell

Utilities

Water <input style="float: right;" type="checkbox"/>	Gas <input style="float: right;" type="checkbox"/>	Electricity <input style="float: right;" type="checkbox"/>
Telephone <input style="float: right;" type="checkbox"/>	TV License <input style="float: right;" type="checkbox"/>	Cable/Satellite/Internet <input style="float: right;" type="checkbox"/>

Financial

Banks <input style="float: right;" type="checkbox"/>	Building Societies <input style="float: right;" type="checkbox"/>	Credit Card/Loan Companies <input style="float: right;" type="checkbox"/>
Council Tax <input style="float: right;" type="checkbox"/>	Insurance Companies <input style="float: right;" type="checkbox"/>	Inland Revenue <input style="float: right;" type="checkbox"/>
Employer <input style="float: right;" type="checkbox"/>		

Motoring

DVLA <input style="float: right;" type="checkbox"/>	Car insurance Company <input style="float: right;" type="checkbox"/>	AA/RAC <input style="float: right;" type="checkbox"/>
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Others

Friends and relatives <input style="float: right;" type="checkbox"/>	Schools and Colleges <input style="float: right;" type="checkbox"/>	Sports or Social Clubs <input style="float: right;" type="checkbox"/>
Magazine/Newspapers <input style="float: right;" type="checkbox"/>		

Health

Doctor <input style="float: right;" type="checkbox"/>	Dentist <input style="float: right;" type="checkbox"/>	Optician <input style="float: right;" type="checkbox"/>
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