



JOHN FOWLERS SOLICITORS

Hints and Tips When Moving House

Choosing a removal company

- Is your removal guaranteed by the removal protection bond?
- Is it an established firm (with a minimum of ten years)?
- Are they a Member of the British Association of Removers?
- Are they Members of the National Guild of Removers and Storers?
- Will they provide a free written quotation by return?
- Do they offer a free home advisory meeting?
- Are they specialists in domestic removals and storage?
- Is full all risk insurance cover available?
- Is there a no deposit booking service?
- Do they offer special midweek rates?

A month to go:

- Get estimates from removal companies, checking that comprehensive insurance cover is available against loss or damage.
- Confirm the date with the firm you have chosen.
- Check on your home contents insurance policies to ensure that you are covered for both the move and at your new address.
- Make arrangements for your gas, electricity and water meters to be read.
- Arrange to take over gas and electricity at your new address, and make sure that all appliances will be properly fitted, plumbed and connected.
- Notify the phone company and ask them to make the necessary arrangements for a final account at your present address, and for taking over, or installing telephone facilities at your new one.
- Arrange for change of address cards to be printed.
- Arrange childcare and pet care for moving day.

A fortnight to go:

- Confirm all arrangements, times etc for meter readings, disconnections and re-connections.
- Make sure you have a good stock of packing materials, sturdy boxes, string and sticky tape.
- Begin to throw out unwanted items from attics and wardrobes. Throw away what you really don't want, or send it to your local charity shop.

One week to go:

- Send off your change of address cards.
- Arrange and pay for automatic redirection of your mail by the Post Office.
- Cancel and pay up any accounts for routine delivery services such as mail, groceries, papers etc. Reorganise these deliveries for your new address.
- Defrost refrigerators in preparation for the move and if you are moving a freezer and contents, turn it up to a maximum for a couple of days before you move.
- Put aside any inflammable liquids and drain fuel from petrol mower, paraffin fires, etc.

One day to go:

- Complete your packing except those items you are likely to need overnight and arrange a picnic on the moving day.
- Have a large enough cash float available to deal with unexpected expenses, tips etc and ensure you have collected the documents and valuables together in a safe place.
- Cover carpets which are being left behind, so as to minimise damage during furniture removal.
- Check through previous lists to make sure nothing has been overlooked, then enjoy a worry-free early night.

Moving day:

- Strip beds and pack bedding and nightclothes.
- Pack items for washing/toiletries.
- Take down curtains.
- Take up rugs, carpets, floor coverings etc NOT included in the sale.
- Dismantle any light fittings, etc not included in the sale.
- Turn off electric appliances.
- Disconnect cooker.
- Turn off boiler/central heating.
- Turn off water.
- Read gas meter.
- Read electricity meter.
- Secure all windows.
- Lock all doors.
- Leave key as arranged for new owners e.g. with estate agent*
- Exchange contact numbers and agree meeting time with removal men.
- Remember to pack your kettle, tea and accessories separately.

On arrival at your new home, unpack slowly and methodically so that you can check for loss or damage.

*Strictly speaking, the house belongs to the new owner as soon as the money arrives in your solicitor's bank account. The keys **MUST** be left with the estate agent the day before completion but they will not be handed over until your solicitor has received the money and has given formal permission to do so. There can sometimes be a considerable time delay between your buyer's solicitor sending the money electronically and it being received in the account of your solicitor (especially if you move on a Friday, like so many others tend to do!).

Don't forget to give your new address to:

- Banks
- Insurance Companies
- Building Societies
- Local Authority
- Dentist
- Motoring Organisations
- Doctor
- Newsagents
- Driving Licence Authorities
- Other lease, hire or rental companies
- Employer
- Post Office
- Family Benefit
- Professional bodies/Trade Unions
- Friends and Relatives
- Schools
- Gas, Electricity, Water boards
- Store cards and accounts
- Inland Revenue
- Telephone Company