

GRAHAME STOWE *b*ATESON

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Planning your move



Four weeks to go

Two weeks to go

One week to go

Your final day

Moving day checklist

Change of address

Correspondence

Contact our
Conveyancing team
0800 0930090

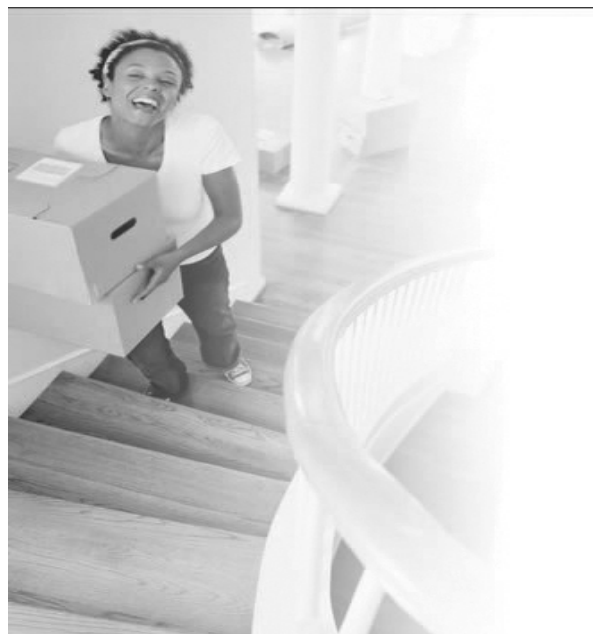
Four weeks to go

- Obtain two or three estimates from fully insured removal firms.
- Ensure your current home contents insurance covers you for the move.
- If renting, confirm written notice with landlord.
- If children are changing school(s), confirm their leaving and commencement dates.
- Arrange installation/connection of telephone.
- Advise your doctor and dentist of your move, arrange new if required.



Two weeks to go

- Agree date with removal firm.
- we recommend that you don't arrange a removal vehicle to arrive at your new property before 1.30pm as monies are generally not received until early afternoon
- Cancel standing orders and direct debits for previous mortgage and buildings and contents insurance.
- Contact utility companies (gas, water, electricity etc) and arrange meter readings/final bill.
- Arrange services for your new home.
- Contact telephone/television/satellite cable companies and arrange final settlement for your old home and connection to your new home.
- Contact local authority and inform them of your change of address.
- Arrange for your mail to be redirected.
- Bins to order from local authority.



One week to go

- Cancel milk, newspapers, window cleaning and any other services.
- Confirm date and time with removal company.
- Finish packing – label contents of boxes etc.
- Reduce content of fridge/freezer.
- Ascertain with solicitor where you should leave keys for your old home



Your final day



On the day of legal completion you will be contacted by your Solicitor to confirm that all monies have been exchanged and confirm that you can release your keys to your old property and collect your keys for the new property.

Meter readings need be taken on the day of legal Completion for your old and new property. They then need to be forwarded to the appropriate utility companies.

Monies are generally not received until early afternoon so we recommend that you don't arrange a removal vehicle to arrive at your new property before 1.30pm

Moving day checklist

Tick list for change of address notification



Financial

Accountant

Bank

Building Society

Credit agreements

Employer

Independent financial advisor

HM Revenue and Customs

Life and home insurance

Pension

Personal insurance

Premium bonds

Savings and investments

Shares

Social security/national insurance

Medical

Blood donor service

Dentist

Doctor

Optician

Private health care

Vet

Services

Gas provider

Electricity provider

Internet service provider

Local authority/council tax

Mobile telephone

Passport office

Post office

Solicitor

Telephone provider

Television licence

Television provider

Water company

Social and education

Clubs and societies

Family and friends

Magazine subscription

Professional bodies

Schools

Sports and leisure clubs

Transport

Breakdown organisations

Car and motorcycle insurance

Car/motorcycle tax/log book

Driving licence

Purchasing

Guarantees/service agreements

Internet accounts

Store cards and loyalty cards

Appliance rental

Catalogues and mail order

Credit card companies

Change of address

Useful telephone numbers

<u>Service</u>	<u>Organisation</u>	<u>Telephone</u>
Car Tax	DVLA	0870 240 0010
Gas and Electricity	Powergen	0800 015 2029
Digital/Satellite TV	Sky Television	0870 240 4040
Driving Licence	DVLA	0870 240 0009
Mail Redirection	Royal Mail	0845 777 888
Passports	Passport Agency	0870 521 0410
Telephone	BT	0800 800 150
Television Licence	TV Licence	0870 241 6468

Correspondence

File any correspondence relating to your mortgage and independent financial advice in a safe place

Correspondence from:

- Your Bank, Building Society or lender
- Independent Mortgage Counsellor
- Insurance correspondence
- Solicitor

