

Tenant Moving Checklist



A Month before moving

- Pre-book removal firm and organise boxes unless that's covered in the service.
- Use this opportunity to de-clutter, dispose or give unwanted items to charity, be strict with yourself, garage sale, marketplace, one person's junk is another person's treasure.
- Gradually start organising and packing non-essential items.
- Make a list of everyone you need to contact inc friends and family, maybe do a social media post but don't give away your address. Consider the council, HMRC, utility companies, DVLA, bank, business, work, TV packages, insurances etc.
- Contact Royal mail to set up your redirection but also make note of any post that comes in between move dates so you can keep track of who to contact as well.
- Book annual leave, try and do the move over a weekend if possible to give you extra time as well as a day or two changeover between properties to ease the stress of doing everything in one day.
- Look into schools, transport links, routes to work if not already planned before agreeing the move.
- If you need essential furniture then look into cost and delivery but don't be too hasty in case something falls through and you're left with a big unwanted bill
- If you have children or pets, sort out care for them during the move or if you need assistance organise a family member to help you in advance.
- If you are moving somewhere with parking restrictions then order your permits (dependant on the waiting times)

2 weeks before moving

- Get eating the food you have in your freezer because when moving that could all defrost and be useless, then buy fresh after that unless you are super organised and plan your meals in advance
- Use your referencing agent or do some research yourself on energy, broadband, telephone providers. Use the same or shop around for better quotes.
- Look into insurances, your vehicle, contents, accidental damage/liability for your new home, the premium may change dependant a variety of factors.
- Contact a professional cleaning company and book them in to do a pro clean for the day on or after you move once everything is out.
- Collect all the keys to your home, including those left with neighbours, nannies, friends and relatives, and give them to your solicitor or estate agent.

1 week before moving

- Give your home a very good pre-clean out and tidy the garden (if you have one) because you'd be surprised what lurks beneath prior to pro cleaners coming in.
- Start packing up boxes, clearly labelled or written on and stack them in order of priority needing, for example sanitary, perishables, food with clothes after.
- Defrost and clean out the freezer.
- Have a template email with the addresses on where to send your updated address instructions on so it's ready when you've moved.
- Then contact EVERYONE on your list from friends and family to insurances, council tax, utilities the whole lot and tell them that you are moving and on which date

Day before moving

- Check in with removal company/helpers that your move is still on, double check with your agent/landlord for good measure just in case something has gone wrong.
- Pack essentials so they are easily accessible like kettle, toaster, milk, biscuit tin, baby's milk, pet food, phone charges, medication, work devices anything you will want to get your hands on immediately.
- Get your overnight bag ready with the clothes and under crackers you'll need with your wash bag as if you were staying in a hotel for a couple of nights.
- Use towels, t-shirts, and pillows for padding around breakables to save space.

Moving day

- Deep breaths and take each step at a time, do not panic and try not to argue with loved ones, this is a momentous occasion and to find the rainbow one must put up with a little rain first.
- Get up nice and early and get cracking, start moving one room at a time with the boxes, as each room becomes empty tidy up behind yourselves ready for cleaners to follow after you.
- Make you get the keys to your new property and if there is an inventory have a walk round to make sure all is as it should be and then get moving your stuff in in case you need to identify any issues to raise first.
- If you have a days changeover between properties then this is ideal to help buy you some more time and ease the stress levels
- Once the move is done and home is empty, do a walk around and take your own photos to ensure you are handing back to its original condition with the allowance of fair wear and tear as per your tenancy agreement. Make sure everything has been cleaned, check ovens, toilets, washing machines, extractor hoods, shower heads, all the awkward places people miss and where relevant to your household.
- Take note of the meter readings.
- Be considerate, lock all doors and windows and ensure heating is switched off unless in winter and you need to maintain a temperature to avoid pipes freezing. Don't leave anything behind, even take your rubbish as it's not fair for the next person moving in.
- Leave a note to say there's a redirection in place in case it doesn't take effect so the post office are aware. Or in case of an agent leave them forwarding address's for all post. Hand back keys once everything is done so you are no longer lawfully liable for the rent any longer than pre agreed.
- Take meter readings of the new property and set some time for the next day to contact those suppliers to ensure the last person's liability has ended as unpacking will be more of a priority.
- In the new home check that the phone, security alarm, smoke alarm, CO alarm electricity, gas, central heating and water all work.

Day after move in

- Update anything outstanding on your comprehensive list like food delivery companies, just eat, deliveroo, Tesco's, Sainsburys, Gousto, milkman, doctors, schools, work etc... Anything that has your old home linked to it that you shop online with.
- Approve your ingoing inventory on the new home
- Make sure you are fully insured
- Pop to the shop for essentials, finish unpacking and start basking in your new home.
- Make sure your standing orders for rent, utilities and all others are set up in readiness so you don't fall behind on your first month.

