

# YOUR ULTIMATE MOVING CHECKLIST

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## The Ultimate Moving Home Checklist To Help Manage Your Move

We are sure you are eagerly awaiting and looking forward to moving into your new property when you are expecting to move to your new home and a move-in date has been set. There is a lot to do before you get there, and we are here to help you every step of the way so that everything goes as smoothly as possible.

Below is a checklist to help you organise your move, starting with two months before your move up to the moving day, we hope you will find this checklist helpful. However, each move is unique, so use the checklist accordingly.

If you need help and professional advice for your house move, or a free removal quote, please contact us; our team is always happy to help.

### **Moray Firth Moving & Storage**

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## TWO MONTHS BEFORE YOU MOVE

TASK	DONE	NOTE
If you are renting provide notice to your landlord.		
Investigate your new area for GP surgeries, dentists, schools, supermarkets, restaurants, etc.		
<b>Start decluttering and organise room by room -</b>		
Kitchen		
Living Room		
Bathroom		
Bedroom		
Study		
Inform landline and internet providers about your upcoming change of address and confirm if they can offer service at your new property.		
Start gathering free boxes from family members, friends, colleagues, or websites like Freecycle or Gumtree.		

## ONE MONTH BEFORE YOU MOVE

TASK	DONE	NOTE
Choose a moving company.		
Organise your moving van and assistance. (for the DIY move)		
Check that there is good access and space for the moving vehicle at both your current and your new properties.		
Inform HMRC about your change of address, check if you can do this through your company.		
Register to vote at your new address.		
Notify the local council at your new address of your arrival for council tax purposes.		
Research and purchase house removal insurance.		
Transferring your rental insurance/homeowner and contents insurance to your new address.		
Organise post redirection with the Royal Mail to avoid missing any important documents.		
Compile a thorough contents list of everything in the house (if you are moving yourself).		
Take photos of expensive items such as TVs and computers, including their serial numbers.		

Spend some time arranging your outside areas, such as the garden, shed, and garage, removing any unwanted items.		
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## TWO WEEKS BEFORE YOU MOVE

TASK	DONE	NOTE
Start packing seasonal and non-essential items for the next two weeks.		
Label all your boxes, including the item's name and their destination room.		
Don't purchase any unnecessary food and try to as much of your frozen food as possible.		
Ensure your car is serviced and checked.		
Organise childcare/pet care for the day of the move.		
Register with the GP at your new address.		
Provide copies of your children's school records to their new school.		
Contact DVLA informing them of your new address.		
Update the address on your Vehicle Registration Form.		
Book time off work to coincide with your move date.		
Book a storage unit if needed.		

## ONE WEEK BEFORE YOU MOVE

TASK	DONE	NOTE
Call your chosen removal company. Confirm the move date and arrival time with them.		
Provide your removal firm with any directions they might need.		
Start to pack up any remaining items in order of how essential they are.		
Put together a moving day essential bag/box.		
Book a locksmith to change the locks on your new house if required.		
Start disassembling furniture.		
Arrange a time for a final inspection with your landlord when renting.		
Remove any fitted items that you wish to bring with you, such as wall shelves or pictures, etc.		

Repairs marks, scratches, nail holes, and any other minor damage to your old property.		
Move your TV licence to your new address.		

## THREE DAYS BEFORE YOU MOVE

TASK	DONE	NOTE
Attach labels to the keys you are handing over to the new owners so that they are in no doubt what each is for.		
Do a big clothes wash, be sure to leave some clothes to wear in the coming days and pack the rest away.		
Make sure your important documentation and valuables you want to take yourself are safe in a separate box to avoid them being packed inadvertently.		
Make a list of contact names and numbers with people and provisions you might require in your first few days after the move.		
Get in touch with your utility companies e.g., gas, electric, etc. This should be done at least 48 hours before you move.		
Establish when you will be given the keys to your new home.		
Unplug any appliances you are taking with you e.g., the cooker, dishwasher, etc.		
Throw away food that will not be taken with you.		
Take pictures of your electronics so you know how to reconnect them in your new home.		
Empty and defrost your fridge/freezer.		

## MOVING DAY THINGS TO DO

TASK	DONE	NOTE
If you are packing yourself, be mindful of how you load your boxes and other belongings in the vehicle. Heavy things on the bottom, room by room in order and check they are all labelled with their contents and destination room.		
After everything has been packed into your moving van/truck, double-check your home before leaving.		
Give the house a thorough clean.		
Ensure all windows and doors are securely closed and locked		
Take a record of all meter readings.		

Take photos of each room as proof of their condition.		
Make sure your moving day essential box is separate from the rest of your packing and is easy to access.		
Once the transfer is complete return your old property's keys to the relevant party.		
Ensure your utilities are working at your new home.		
Double-check nothing has been left in the moving van.		
Set up your key appliances e.g., the fridge and freezer, washing machine, etc.		

## MOVING DAY ESSENTIALS BOX CHECKLIST

You should prepare your moving day essentials box (bag) in advance, well before the removal team arrives, preferable the night before.

ESSENTIALS	PACKED
1. Important documents e.g., passports, birth certificates, etc	
2. Credit cards	
3. Valuable items e.g., Jewellery	
4. Mobile phones and chargers	
5. Laptops, tablets, and chargers	
6. Medication	
7. A Change of clothes for each family member	
8. Children comfort toys	
9. First aid kit	
10. Toilet paper	
11. Kitchen roll/ tea towels	
12. Mugs and cutlery set for each family member	
13. Coffee, tea, and sugar	
14. Some snacks and water	
15. Flashlights	
16. Tape measure	
17. Bin bags	
18. Toolbox	
19. Any other valuables such as heirlooms or irreplaceable items	