



A Moving Home Checklist To Help You Organise Your Move

When you are expecting to move to your new home and a move-in date is set, we are sure you are eagerly awaiting and looking forward to moving into your new property. There is a lot to do before you get to that moment, and we are here to guide you all the way so that everything goes as smoothly as possible.

Below is a checklist to help you organise your move, from two months before your move up to the moving day, we hope you will find this checklist helpful. However, every move can be quite different, and use the checklist according to your needs.

If you require help and professional advice for your house move, or a free removal quote, please get in touch with us and our team is always happy to assist you.

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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. | | |
| Start decluttering and organise room by room - | | |
| 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 the access that moving trucks or vans will have at both your existing and new properties, ensure there is somewhere without any parking restrictions. | | |
| Inform HMRC about your change of address, check if you can do this through your company. | | |
| Register to vote at your new address. | | |
| Register your new address for council tax with the local council. | | |
| 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. | | |
| Write a comprehensive list of your home's inventory. | | |
| Take photos of all your belongings such as furniture, TVs, etc. | | |

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| 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 the Vehicle Licensing Agency to update the address on your driving licence. | | |
| Update the address on your Vehicle Registration Form. | | |
| Book time off work around your moving date. | | |
| Book a storage unit if needed. | | |

ONE WEEK BEFORE YOU MOVE

| TASK | DONE | NOTE |
|---|------|------|
| Confirm the specific time and date and time of your move with your removal company. | | |
| 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. | | |

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| 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 |
|--|------|------|
| Label spare keys and out your old house keys in a separate keyring. | | |
| Do a big clothes wash, be sure to leave some clothes to wear in the coming days and pack the rest away. | | |
| Arrange your documents and valuables in a separate box, ensuring they are moved under your supervision. | | |
| 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 |
|--|------|------|
| Load your belongings into your moving van strategically. As your boxes are labelled, organise them in the van in sections. | | |
| After everything has been packed into your moving van/truck, double-check your home before leaving. | | |
| Clean your home before handing it to the new owners. | | |
| Ensure all windows and doors are locked. | | |
| Take a record of all meter readings. | | |

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| Take pictures of the empty rooms and fitted things as proof of the conditions of the property you moved out. | | |
| 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 changers | |
| 5. Laptops, tablets, and changers | |
| 6. Medication | |
| 7. A Change of clothes for each family member | |
| 8. Children comfort toys | |
| 9. First aid kit | |
| 10. Toilet paper | |
| 11. Kitchen paper towels | |
| 12. Mugs and cutlery set for each family member | |
| 13. Coffee, teas, 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 | |