



MOVING HOME CHECKLIST



www.jordanfishwick.co.uk

Jordan **f** *fishwick*

4 WEEKS

The exchange of contracts means you've passed the point of no return, and the move is definitely on. You'll be glad of everything you've tackled ahead of time as now you need to start the process of contacting pretty much everyone in your address book, both personal and the utilities. First on the list should be organisations who send you bills connected to the house you are leaving.

Confirm the date of the move so you have a fixed point of reference.

Make a floor plan of your new home, colour code each room, and stick co-ordinating stickers on each box so the removers know where to deposit it.

NOTIFICATION CHECKLIST

Insurance

Notify your contents insurer and arrange to move the cover to the new address from the day you move in. Buildings insurance needs to start on your new home from the day you exchange contracts. Also remember other policies including: life; motor; medical; pets.

Gas, Electric and Water

Let them know your move is imminent, and remember you'll need to take **final readings** just before you leave.

Phone

Inform both landline and mobile services of the date of the move and your new address.

Council Tax

Most councils have websites, so visit yours to submit details of when you leave your old house and move into your new.

Employer

Let your HR department know your new details, and inform the tax office if you are self employed.

Schools

Don't forget to update your kid's contacts too.

Locksmith

Book a slot to change the locks in your new home as soon as you arrive.

Solicitor

If your conveyancer is not your usual solicitor, be sure to let them know your new information.

Internet, Cable/Satellite TV Service Provider

Arrange for the service to be transferred or shop around for a better deal.

Benefits

Update your records for any social security payments you may receive.

2 WEEKS

It's time to start dismantling your carefully crafted home, room by room, plus there is another raft of people to notify.

If you've decided to pack for yourself, the marathon begins! Work through non-essential items - books, ornaments, out-of-season clothes, toys - and mark the boxes with what's inside and what room it needs to end up in.

Confirm the details with your removal firm.

Arrange a time to collect the keys from the estate agent.

NOTIFICATION CHECKLIST

Financial Companies

These include your bank, credit card, investments, savings accounts, loans, life assurances, pensions, and shares.

Doctor and Dentist

Deregister if you're moving out of the area or notify your existing suppliers of your change of contact details.

Post

It takes five days to set up the instruction to redirect your post, so to be on the safe side visit the post office.

Deliveries

Notify deliveries such as milk and newspapers that you are moving and the date on which you'd like the service to stop.

Electoral Register

Don't lose your right to vote - go online to update your details.

TV Licence

If you don't notify TV Licensing of your new address, you could end up being unlicensed in your new home, risking prosecution and a fine of up to £1,000, so call 0844 800 6722 or visit www.tvlicensing.co.uk.

Friends and Relatives

Sending cards by post can be expensive- go through your email address book and send a message with your new details.

Non-essential Organisations

Don't overlook connections you may have to charities, loyalty cards, subscriptions, gym membership, and mail order and internet companies.

THE NIGHT BEFORE

Aside from the last-minute packing, there are a few more things to do to help the moving day itself run smoothly.

- Pack a bag for each member of the family containing their essentials: change of clothes, nightwear, toiletries, and not forgetting bed linen and towels.
- Organise a box for the kitchen containing tea, coffee, milk, mugs, cutlery, and the kettle. If you are staying in the same area, include a couple of takeaway menus, as you won't feel like cooking - and may not have the means to - by the end of the day. You may also want to pop in a bottle of bubbly - ideal as there's no need for a bottle opener!
- You may want to put together a mini-toolkit with a screwdriver and allen key, knife, tape, light bulbs, candles.
- Keep important numbers with you, such as the solicitor and estate agent, and a pen and paper. A copy of the Yellow Pages may be handy if you have room - you never know if you'll need to call a plumber or glazier.
- Charge mobile phones.
- Defrost the freezer
- Put valuables and documents in a safe place.



JORDAN FISHWICK: THE SIGN OF EXCEPTIONAL SERVICE

With 12 branches, we are the Largest Independent Estate Agent covering Manchester and Cheshire!

Whether you are buying, selling or renting Jordan Fishwick are here to help you!

Chorlton Branch

Sales: 0161 860 4444
Lettings: 0161 860 4444
Email: chorlton@jordanfishwick.co.uk

Didsbury Branch

Sales: 0161 445 4480
Lettings: 0161 434 5290
Email: didsbury@jordanfishwick.co.uk

Disley Branch

Sales: 01663 767878
Lettings: 01663 767876
Email: disley@jordanfishwick.co.uk

Glossop Branch

Sales: 01457 858 888
Lettings: 01457 858 888
Email: glossop@jordanfishwick.co.uk

Hale Branch

Sales: 0161 929 9797
Lettings: 0161 929 9898
Email: hale@jordanfishwick.co.uk

Macclesfield Branch

Sales: 01625 434 000
Lettings: 01625 502 222
Email: macc@jordanfishwick.co.uk

Manchester Branch

Sales: 0161 833 9499 opt 3
Lettings: 0161 833 9499 opt 2
Email: manchester@jordanfishwick.co.uk

Northern Quarter Branch

Sales: 0161 833 9499 opt 3
Lettings: 0161 833 9499 opt 2
Email: northernquarter@jordanfishwick.co.uk

Sale Branch

Sales: 0161 962 2828
Lettings: 0161 976 5080
Email: sale@jordanfishwick.co.uk

Salford Branch

Sales: 0161 833 9499 opt 3
Lettings: 0161 833 9499 opt 2
Email: salford@jordanfishwick.co.uk

Wilmslow Branch

Sales: 01625 532 000
Lettings: 01625 536 300
Email: wilmslow@jordanfishwick.co.uk

Withington Branch

Sales: 0161 438 2414
Lettings: 0161 438 2411
Email: withington@jordanfishwick.co.uk