

## MOVE PLANNER

The key to a stress free move is to start planning early, and know what to do first. Use our Move Planner to help ensure a perfectly organised moving experience!

NB Our Moving Checklist (also available as a free download), provides the perfect accompaniment to this Move Planner, storing all the information you need to record in a single document.

### ONE MONTH BEFORE MOVE DAY

- ✓ Purchase and collect boxes from ContainerKing, Rowland Road, Scunthorpe
- ✓ Book the ContainerKing Removals Team
- ✓ Tell your Bank & Credit Card providers, building society, insurance companies, and all other relevant companies about your new address, giving them plenty of time to update their records (some require a month)
- ✓ Don't forget your TV license, the inland revenue, DVLA, charities and the delivery address given for any companies you regularly order from on the internet, like Amazon or grocery shopping sites

### TWO WEEKS BEFORE MOVE DAY

- ✓ Start eating the food in your freezer
- ✓ Use our Change of Address Card template to send to friends & family
- ✓ Book additional storage space with ContainerKing
- ✓ If you are going to have your house professionally cleaned, arrange this now
- ✓ De-register from your Doctor, Dentist, Optician etc if you are moving out of the area
- ✓ Check you have insurance coverage for the move and make sure it's adequate for your needs

### ONE WEEK BEFORE MOVE DAY

- ✓ Arrange parking for the ContainerKing Removal Team at the new house, introduce yourself to your new neighbours and give them your moving in date too
- ✓ Organise for your utilities to be switched off at your current house when you move out, the meters read, and connected on your moving in day at the new house, don't forget the phone and internet service
- ✓ Set up a mail forwarding service through the Post Office (small fee)
- ✓ Make a list of all important phone numbers using the Moving Checklist
- ✓ Arrange babysitting for any young children, and pet sitting if necessary, if any children need time away from school, write a letter now
- ✓ Find out the Seller's Solicitor and add to the Moving Checklist in case of difficulty
- ✓ Also, see if the Estate Agent can supply a list of local services, eg Plumber, Electrician, etc for when you move in

### TWO DAYS BEFORE MOVE DAY

- ✓ Begin throwing out anything you don't want. Divide into rubbish, which can go to the local dump, and donations, which can go to a charity shop. Don't forget to clear your garage and shed too
- ✓ Start running down your freezer

## MOVE PLANNER

- ✓ Cancel your milk and newspaper deliveries
- ✓ Take down curtains and blinds; if you will be putting the curtains up at the new house, drop them into a dry cleaners near the new property
- ✓ Reconfirm moving arrangements with ContainerKing
- ✓ Find out the locations of stopcocks and fusebox at your new house and update the Checklist
- ✓ Call the local Council and find out when the rubbish collection and recycling days in your new neighbourhood and update the Checklist
- ✓ Send an email out saying you'll be offline for a few days and pack up all computers; also pack up stereos and big electrical equipment
- ✓ Pack up valuable, delicate or small items like jewellery and ornaments

### THE DAY BEFORE MOVE DAY

- ✓ Collect any medicines, inhalers etc that you will need over the next few days, along with paracetamol, plasters, contact lens solutions, glasses, razor, toothbrush and a change of clothes to add to your "Personal Luggage" to take in the car with you
- ✓ Collect together your keys, deeds, contract, insurance documents, important phone numbers, utilities paperwork, a calculator, an alarm clock, your cheque book and credit cards, and add to your "Personal Luggage" too
- ✓ Pack a box containing a kettle, mugs, teaspoons, sugar, teabags, coffee, snacks, takeaway menus, scissors, a torch, corkscrew/bottle opener, a radio, soap, toilet paper and towels and mark it clearly
- ✓ For those of you with a young family, pack uniforms, school bags, PE kits and schoolwork in a separate box and mark it clearly
- ✓ Fill your car up with petrol and plan your route. Check for roadworks so you can avoid them
- ✓ Pack a box of basic cleaning and repair products for the new house, including a dustpan and brush, strong bin liners and a toolkit, and mark it clearly
- ✓ Box up things like books and out of season clothes
- ✓ Get cash out for last minute emergencies, basic supplies and tips
- ✓ Recharge your mobile phone!

### THE BIG DAY!

- ✓ Each person should keep their "Personal Luggage" on them, pile them by the door until you're ready to go - don't leave with boxes where the ContainerKing movers may put them in the van of course!!
- ✓ Strip beds, pack bedding separately and mark clearly whose is whose
- ✓ The box containing the kettle, mugs etc should travel with someone in the van who should then ensure it's put in the new kitchen area
- ✓ Leave a note with you contact details for the new occupants if necessary.