

Moving House Checklist

Moving house can be a stressful time as you try to balance the organisation involved with a new home with the rest of your everyday commitments. This can be a lengthy process too, with many stages and hoops to jump through. To make your life a little easier and ensure you don't miss important steps, we've put together a helpful moving house checklist to guide you through this time.

Phase 1

In these early stages, you've found your new dream house, had an offer accepted and want to get the ball rolling.

- Consult with and instruct your chosen conveyancer to get the paperwork and legal side of the buying process going; make sure you let your estate agent know which conveyancer you have selected.
- Arrange your mortgage and speak with an independent financial advisor, if necessary
- If you are renting currently, inform your landlord of your impending move - however, don't give a fixed end of tenancy date until your solicitor advises you to do so
- If you have children and are moving to a new area, look into new schools and arrange for their transfer

Phase 2

The preparation for the moving process is well underway now and at this stage you will have various administrative tasks and organising to do.

- Your conveyancer will report to you regarding the contract and title to the property, will send copies of seller questionnaires which give details about matters affecting your new property and what's included in the sale - for example, fittings and fixtures - and will finalise your moving date
- Get in touch with a few removals firms to get quotes for your move and select the one that is best for you

- Get your home surveyed by a professional RICS surveyor - solicitors only advise about the legal title to the property and surveyors are needed to assess its condition
- Obtain quotes for buildings and contents insurance for your new property, making sure you will be covered from the exchange of contracts, which is usually a few days before completion, as well as in transit
- Look into cheap energy, broadband and phone deals for your new home
- Have a big clear out of your belongings - this is a great time for a fresh start and the less you take, the less you'll have to pay for the removals service
- Start collecting packing materials and boxing up belongings you don't have regular need for, labelling all boxes clearly

Phase 3

Your move is in sight and at this point and you will be mainly focused on the practical aspects of moving.

- Settle your remaining bills, including council tax
- Update your address for all important services - including your bank, TV licence, insurance providers, the electoral register, council tax, work and pension - as well as letting your friends and family know of your new address
- If you are moving out of the area, deregister for your doctor, dentist and optician and sign up for ones near your new home
- Sign up for a post forwarding service to ensure you don't miss important letters
- Establish final details with your removals service, including arrival time and directions to your new home
- Escalate your packing efforts, boxing up all but the most important items - like your passport and insurance papers - and those which you use daily and will want as soon as you move in - such as toiletries, medications, chargers and some moving day snacks - which will travel with you in your car

Phase 4

Moving day has arrived! This can be a hectic time but try to keep a cool head and work through the moving home checklist tasks to set yourself up successfully in your new home.

- Take note of all your meter readings before you leave, taking a picture too can be helpful
- Direct your removals team when loading up all your belongings and give the team your emergency contact details too, just in case
- Give your old home a final sweep to ensure nothing's been left behind, turn off your utilities and lock up, leaving your keys as arranged with the new owners
- Arrange to collect your new keys from the estate agents or the sellers directly - your solicitor will advise you when the keys have been authorised for release
- Once you arrive at your new house, check none of your items have been damaged and instruct your removals team as to where boxes need going - if you've clearly labelled them with the designated room, this should help speed up the process
- Carry out meter readings - you'll need to pass these on to your providers to ensure you only pay for what you use - and turn on all your utilities in your new home to make sure everything works and you're comfortable
- Enjoy your new home!

Good luck with your move - we hope that you find our conveyancing checklist useful.

Should you be moving house, the conveyancing experts at Best Solicitors can help your move go smoothly. With an experienced team and membership with The Law Society's Conveyancing Quality Scheme (CQS), you can rest assured you are working with reliable professionals. Don't hesitate to get in touch for advice regarding moving home, or to organise a consultation and fixed fee quotation.