

Moving Day Checklist



4/6 Week Prior to Moving:

- Verify removal dates with Reflex Moody's Ltd
- Complete Payment to Reflex Moody's Ltd
- Value of Goods to be moved are declared
- Dispose of any items no longer required
- Ensure all storage spaces – attic, garage are cleared
- Gradually empty freezer if moving a long distance
- Notify to cancel any rental agreements

Up to 2 Weeks Prior to Moving:

- Redirect mail
- Plan where to locate furniture and boxes in new home
- Organise parking for removal vehicle at both locations
- Prepare maps to assist in locating new home
- Cancel subscriptions - gardener/cleaner/newspapers ...etc. ▪ Clean fridge/freezer/oven
- Make arrangements for children and pets on removal day
- Label keys for new occupant

Who to notify:

- Doctor
- Dentist
- Bank
- Opticians
- Vet
- DVLA
- Passport Office
- TV Licencing
- Mains Services
- Friends and Family

Day Prior to Removal Company Arrival:

- Strip down and fold bedding
- Disconnect computers, TVs, satellites ... etc.
- Disconnect washing machine and dishwasher
- Ensure there is adequate space for parking removal van and remind neighbours

Place any personal items in a separate room/area and label as '**NOTHING TO BE MOVED FROM HERE**' E.g. Passports, keys, wallets, handbags, legal documents etc.