

## Checklist (you may wish to print this document!)

- Consider the quotes you have received. Are you comparing like-for-like? (Check insurance offered, packing materials and service type). Remember that the cheapest quote is not always the best one to choose. Make sure you have confidence in the mover you choose.
- Choose your mover and having asked the mover if they can accept your booking on the day that you wish to move, return a signed acceptance form (contract). Make sure you have read the terms and conditions (usually found on the reverse of the quote). Fridays are the busiest days for removal companies and usually get booked up quickly so try to avoid agreeing to move on a Friday. Book as far in advance as possible (don't book until your moving date is set in stone), at least two weeks before your moving date.
- Make sure you or your remover have adequate insurance cover in place to cover your move. As an Insured Remover, we at Acorn Removals are able to accept liability for loss or damage up to a value of £70,000. See terms and conditions for details.
- Inform the local authority about your move if parking restrictions are in place outside collection or delivery addresses. They will be able to suspend parking bays on the day of your move.
- Decide upon any items that you wish to dispose of before you move. Now is a great time to have a clear out. Unwanted furniture can be offered to charities which will often collect the items directly from you. Alternatively, you can ask your mover to deliver the items to a local auctioneer. Acorn Removals also offer a disposal service at an extra cost.

## **Practical Stuff**

- Run down your freezer contents
- If you are packing for yourself request packing materials from your mover and start packing. Remember, for a smooth move all packing should be completed before the day of your move.
- If you require the services of carpet fitters to lay carpets in your new home or electricians to remove and refit light fittings arrange them now.
- Plan where everything will go in your new home - draw a floor plan.
- Make plans for friends or relatives to look after children or pets on the day of your move.
- Decide what you need to take with you yourself on the day of the move and keep these separate. EG: important documents, telephone numbers, refreshments, valuable items and items the removal company are unable to move for insurance reasons like flammable items or paint.
- Have light fittings removed by a qualified electrician. You will need to replace these with cheaper fittings in order that adequate lighting is in place for the new owner.
- If items of furniture need to be dismantled for the move; do this the day before - remembering to keep the fixings in a safe place. You may have agreed with your mover for them to do this work. If this is the case leave it to them.
- If you're moving a long distance and with children, leave out toys and books to keep them entertained during the journey.
- Inform the people listed in the next sheet about your move.

**People to inform you are moving. (Tick them off as you go.)**

- Family and Friends
- Post Office - Redirect Your Mail
- Local Council
- Gas Supplier
- Electricity Supplier
- Water Supplier
- Telephone Company
- Cable Company
- Milk Man and Newspapers
- Internet Service Provider
- Church / Mosque / Synagogue
- Banks and Building Societies
- Creditors
- Doctor
- Dentist
- Vet
- Schools
- D.V.L.A
- Insurance Companies
- Clubs